



CITY OF NORTH POLE  
Regular Meeting  
May 16, 2022  
Via Zoom  
125 Snowman Lane, North Pole, Alaska  
[www.northpolealaska.com](http://www.northpolealaska.com)

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Monday, May 16, 2022  
Committee of the Whole: 6:30 PM  
Regular City Council Meeting: 7:00 PM

**MAYOR**

Michael Welch  
907-488-8584

**CITY CLERK**

Melissa Dionne  
907-488-8583

**COUNCIL MEMBERS**

Santa Claus – Mayor Pro Tem	907-388-3836
DeJohn Cromer – Deputy Mayor Pro Tem	907-347-2808
Aino Welch – Alt. Deputy Mayor Pro Tem	907-488-5834
David Skipps	907-750-5106
Jeffrey Jacobson	907-460-7733
Anton Keller	907-987-2548

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Invocation
4. Approval of Agenda (Pgs. 1-2)
5. Approval of the Minutes from 5/2/2022 & 5/9/2022 (Pgs. 3-11)
6. Communications from the Mayor
  - a. Student of the Month – Lillian Rummer (Pg. 12)
7. Council Members Questions of the Mayor
8. Communications from Department Heads, Borough Representative, and the City Clerk
9. Ongoing Projects Report
  - a. RISQ Benefits Discussion (Pgs. 32-88)
10. Citizens Comments (Limited to five (5) minutes per Citizen)

11. **Old Business:**

None

12. **New Business:**

- a. NPPD Tuition Reimbursement for Alison Trubacz (Pgs. 89-96)

13. **Council Comments**

14. **Adjournment**

**How to Offer Public Testimony at Council Meetings**

**Written testimony** is encouraged. You may submit your comments by calling the Clerk's Office at 907-488-8583 or by sending an email to [MDionne@northpolealaska.org](mailto:MDionne@northpolealaska.org) prior to 1:00 p.m. the day of the meeting. Please indicate which agenda item you are providing written testimony for. Examples: Ordinance or Resolution number, agenda item#, or description of subject.

To sign-up for **telephonic testimony** call the Clerk's Office at 907-488-8583 or email [MDionne@northpolealaska.org](mailto:MDionne@northpolealaska.org) prior to 1:00 p.m. the day of the meeting. Please indicate that you wished to be called, for what item you will provide testimony on, and what number you can be reached at.

All NPCC meetings are held virtually. We are live streaming to the City of North Poles' Facebook page and the recording will be available the next day on the City of North Poles' YouTube channel.

Inquiries concerning ADA compliance or accommodations should be directed to the City Clerk.



**Committee of the Whole – 6:30 P.M.  
Regular City Council Meeting – 7:00 P.M.**

A regular meeting of the North Pole City Council was held on Monday, May 2, 2022, via Zoom.

**CALL TO ORDER/ROLL CALL**

Mayor Welch called the regular City Council meeting of Monday, May 2, 2022, to order at 7:00 p.m.

**Present:**

Michael Welch – Mayor  
Santa Claus - Mayor Pro Tem  
DeJohn Cromer - Deputy Mayor Pro Tem  
Aino Welch – Alternate Deputy Mayor Pro Tem  
Anton Keller  
Jeffrey Jacobson

**Absent/Excused:**

David Skipps

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

Led by Melissa Dionne

**INVOCATION**

Given by Anton Keller

**APPROVAL OF AGENDA**

Mr. Claus *moved to* approve the agenda of May 2, 2022

Seconded by Ms. Welch

Mr. Claus *moved to* amend the agenda of May 2, 2022 to consent the following items:

**Old Business:**

- b. Ordinance 22-10, An Ordinance of the City of North Pole Amending the Leave Policy and Pay Scale for City of North Pole Employees
- c. Ordinance 22-11, An Ordinance of the City of North Pole to Amend Title 4, Chapter 4, Purchasing

**New Business:**

- a. Resolution 22-12 A Resolution of the North Pole City Council to Establish the Rate of Tax Levy for 2022 Real Property Taxes of the City of North Pole
- b. NPPD Request for Approval of Proposal for the Chena Law Enforcement Services

Seconded *by* Ms. Welch

### **On the amendments**

#### **DISCUSSION**

None

#### **PASSED**

Yes: 6 – A. Welch, Claus, Keller, Cromer, Jacobson, Welch

No: 0

Absent: Skipps

### **On the agenda as amended**

#### **DISCUSSION**

None

#### **PASSED**

Yes: 6 – A. Welch, Claus, Keller, Cromer, Jacobson, Welch

No: 0

Absent: Skipps

### **APPROVAL OF MINUTES**

Mr. Jacobson *moved* to approve the minutes from the 4/18/22 meeting

Seconded *by* Ms. Welch

#### **DISCUSSION**

None

#### **PASSED**

Yes: 6 – A. Welch, Claus, Keller, Cromer, Jacobson, Welch

No: 0

Absent: Skipps

### **COMMUNICATIONS FROM THE MAYOR**

- Eric Burton was with us tonight to talk the Fire on the Ice Revival the is being hosted in North Pole on July 18-23. At the Grange.
- The Mayor shared that he's been out with Cody Lougee looking at the snow removal from around the city. There are a lot of areas around the Ford Subdivision past Perimeter Rd that are having flooding issues. He feels like we have a good handle around Patriot Dr and the high school. DOT and Public Works have been working hard on getting the culverts open and the PW crew has been working a lot of overtime hours.
- Mr. Danny Wallace was online with us tonight, Mr. Wallace came on and said a quick hello to everyone. He said that he is excited about coming on and looks forward to meeting and working with everyone.
- He let everyone know that the invite for the EAFB celebration was sent to all of the Council. Mr. Keller said that he will be attending the festivities.

### **COUNCIL MEMBER QUESTIONS OF THE MAYOR**

- Mr. Jacobson asked for some clarification on the Executive Session that the Council was asked to attend on Monday, May 9<sup>th</sup>. Mr. Jacobson said that he will be out of the State traveling during that time, but will be happy to Zoom in.

The Mayor asked if the Monday or Tuesday would work better for everyone.

- Mr. Keller and Ms. Welch said that Monday would work. And Mr. Cromer said that he would also be traveling, but could Zoom into the meeting as well.

## COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

### Police Department, Chief Dutra

- Chief Dutra was having connection issues, he is down in Anchorage at a Peace Officers Conference.
- He said he hopes that he sees everyone at the Police Memorial on May 13<sup>th</sup> at 11am.
- The new door was installed in the garage and the others will be going in today.
- The new blood drying equipment that was approved and bought last year is finally on the way here.

### Fire Department, Chief Heineken

- Chief Heineken reminded everyone of the Open House on May 21<sup>st</sup>. It is the same day as Cruising for Santa and a bazaar in the Mall. It will be a great Saturday for North Pole.

### Finance

- Ms. Fogarty gave an update to the Council that the audit was completed and sent in on Thursday. The firm will start in with the field work soon.
- During the last meeting the Council accepted a Resolution to replace the signatures with the bank for check signers. She said to this date there were only a few signatures on the paper so far, and she really needs everyone else to come in and sign it.
- She said that she would have financials at the next meeting.
- She will also not be here for the next meeting, as she will be traveling for a conference.
- They are hiring a temporary worker to help them with the Tyler conversion and that she starts next Monday.

### Borough Representative

- Ms. Welch attended a meeting on April 28<sup>th</sup> via Zoom.
- The school board is still working on their budget. At this point it looks like they will be losing the music program for 4<sup>th</sup> grade up thru middle school.
- The next year school calendar is out for the next school year, they are looking for public feedback, please go to the website and vote on which one that you would like to.
- The borough is adding additional funding to the John Weaver Memorial Skate Park Renovation from the general fund. The skate park draws a good crowd even in the winter for snow skating.

- Some additional rezoning has been going on around the city to further address the housing shortage in the area.
- An ordinance amending the definition of an election office also passed. Allowing youth to volunteer in local elections under the supervision of an adult.
- The ordinance allowing a tax break for housing, a 10-year abatement for new construction inside the military zone as long as they were connected to local water.
- They appropriated \$100,000 from the 911 fund for the implementation of redundant public safety answering point (PSAP) which interconnects lapsing internet connections. So, if one goes down, they still have the 911 access.

#### City Clerk's Office, Melissa Dionne

- Ms. Dionne reminded everyone that she will be gone to a training the first week in June and will be back in the office June 13<sup>th</sup>. Ms. Glab will be sitting in for her for the meeting on June 6<sup>th</sup>.
- She will send out the information on the Special meeting next week just as soon as the details are finalized. She reminded everyone to please make sure that they are opening and reading everything that is being provided to them.
- Code publishing seems to be good to go on the Code updates and we should start seeing the online version updated soon.

The Mayor asked if Ms. Dionne if she has been getting calls concerning the Special Election that the State is doing now.

- Ms. Dionne responded that yes she has been getting calls and educating people that this is a mail in only election.

The Mayor shared that the Borough is talking about consolidating local elections with the State/Federal ones to the same day in November. He has been talking to people and educating himself about the ramifications of doing this.

Mr. Cromer asked about the website redesign and if we had made any decisions.

- Ms. Dionne responded that no, the final choice has not been made but that it will go back on the agenda soon. She said that she still feels strongly about the first-choice company and feels like the Council was onboard with the choice and considering the process is a long one that we should go ahead and move forward on it.

#### ON GOING PROJECTS

- The Mayor started by talking about the housing projects. He confirmed with Jerry Koerner who said that track D in the Brookside Park area did close, Latitude 63 was the purchaser. They will be building luxury homes on the property. Some of the small parcels on the other side of Busby have also sold. Stepping Stones is working on building 6 8 plex's in the area as well.

- He said that on June 2<sup>nd</sup> and 3<sup>rd</sup> he will be down talking to 3 Bears on the property they purchased her in the city.
- He was recently at the BIL (Bipartisan Infrastructure Law) briefing that was hosted by the governor and senator Murkowski and the Alaska Municipal League. He has been asked to go back on May 23 and 24<sup>th</sup> for Arctic X to participate on a panel about the central heat plant.
- The Phase 1 environmental survey on the Howard property has been provided to the Clerk and will be forwarded to the Council. The assessment is not complete yet, the snow is keeping him from getting to the abandoned vehicles as soon as the rest of that assessment is provided to the city we will pass it along to the Council. Dr. Packee will be with us for the next Council meeting to speak about the Phase 1 survey.

### CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen)

- Dr. Jeanne Olson (not a citizen in the City of North Pole) was on the line tonight to talk to the Council against moving forward on the Howard property purchase due to the contamination. She also wanted to speak about the online sales tax and the issue of people in the 99705 being lumped together and being charged sales tax, no matter where in the area they were, city or not. Also of people having a PO box here in the city and being charged the sales despite their physical address being outside the city limits. She feels that the City is taking in additional taxes that are not due to them and reminded people listening to use the zip plus 4 area code to differentiate the City vs non.

The Mayor extended an invite to Dr. Olson to return for the next Council meeting to listen to Dr. Packee speak about the Environmental Phase 1 survey that he completed on the Howard property.

### OLD BUSINESS

- Ordinance 22-09, An Ordinance of the City of North Pole Amending the Personnel System Code

Ms. Welch *moved* to adopt Ordinance 22-09

Seconded by Mr. Claus

Mr. Jacobson *moved* to amend Ordinance 22-09 to change section 2.36.323 paragraph B (page 26) to change the wording of 'clerk' to 'secretary'. Also Section D, 2.36.415 to remove the 'and' every time 'City Clerk' is crossed out.

Seconded by Ms. Welch

### **On the amendments**

#### **DISCUSSION**

None

#### **PASSED**

Yes: 6 – A. Welch, Claus, Keller, Cromer, Jacobson, Welch

No: 0

Absent: Skipps

## On the ordinance as amended

### DISCUSSION

None

### PASSED

Yes: 6 – A. Welch, Claus, Keller, Cromer, Jacobson, Welch

No: 0

Absent: Skipps

### COUNCIL COMMENTS

- Mr. Jacobson let everyone that he will be traveling May 5<sup>th</sup> through the 14<sup>th</sup>. He asked the Clerk to send his Zoom link for the special meeting to his personal email, as he will not be traveling with his city laptop. He apologized that he would miss the celebration at EAFB and the Police Memorial event. He also addressed the new housing that will be going into the Stillmeyer estates and the additional traffic in the morning coming out of Patriot and suggested that the city do a traffic study on the area to try and mitigate potential issues. He also told everyone that he forwarded a study from the FAST-planning group to the Clerk and the Mayor regarding the use of the Richardson Hwy for Mine traffic and asked that it get forwarded to the Council for their information and in case we would like to address the issue in a Resolution. Mr. Jacobson also gave a congrats to Mr. Wallace on the Director of City Services position.

The Mayor let Mr. Jacobson know that he believes that the builders for that project had to do a traffic study as part of the approval process, but that he would check. He also shared that both he and Mayor Matherly were both left off the committee that is discussing the Mine issue and have now been included and they will meet May 9<sup>th</sup>.

- Mr. Keller also welcomed Mr. Wallace to the City. He apologized that he will not be able to attend the Police Memorial on the 13<sup>th</sup> as he will be out at EAFB for the celebration out there. He said that he was thankful for all the additional sun and is looking forward to more BBQing.
- Mr. Cromer asked if the HR Manager would be reporting regularly at the Council meetings.

The mayor let everyone know that as a regular occurrence no that she would not be, but that he will be asking her to speak when she has special projects and updates to share.

- Mr. Claus welcomed Mr. Wallace and told everyone to enjoy the nice weather that we are having.
- Mayor Welch spoke of the nice weather and hopes that the fire season is not much of an issue this year. He thanked Mr. Jacobson for meeting with him this week to talk public works, he feels that there is a lot that we do not get from DOT. He shared that he feels if so much of the work is going to get done at the local level that the current State administration needs to start supporting us more with more equipment and more people. He asked everyone to keep in mind the 4<sup>th</sup> of July and what we can do to help with the festivities. He will be at the meeting for the NPCCC to talk to them about it later this week.

### ADJOURNMENT

Mr. Jacobson *moved* to adjourn

Seconded *by* Ms. Welch



The regular meeting of Monday, May 2, 2022 adjourned at 8:21 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, May 2, 2022.

ATTEST:

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Melissa Dionne, City Clerk

DRAFT



## Special City Council Meeting – 7:00 P.M.

A special meeting of the North Pole City Council was held on Monday, May 9, 2022, via Zoom.

### CALL TO ORDER/ROLL CALL

Mayor Welch called the special City Council meeting of Monday, May 9, 2022, to order at 7:02 p.m.

### Present:

Michael Welch – Mayor  
Santa Claus - Mayor Pro Tem  
DeJohn Cromer - Deputy Mayor Pro Tem  
Aino Welch – Alternate Deputy Mayor Pro Tem  
Anton Keller  
Jeffrey Jacobson  
David Skipps  
Zane Wilson - City Attorney  
Ellen Glab- HR Generalist/Special Assistant  
City Clerk- Melissa Dionne

### Absent/Excused:

None

### PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Melissa Dionne

### INVOCATION

Given by Anton Keller

### EXECUTIVE SESSION

Mr. Jacobson *moved to* unanimously go into executive session to *consult with the City Attorney and discuss the Jack Howard Lot #3 purchase*

Seconded *by* Ms. Welch

Mr. Jacobson *moved to* unanimously come out of executive session at 7:56 p.m.

Seconded by Mr. Skipps

### ADJOURNMENT

Mr. Jacobson *moved to* adjourn

Seconded *by* Ms. Welch

The special meeting of Monday, May 9, 2022 adjourned at 7:57 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, May 9, 2022.

**ATTEST:**

---

Melissa Dionne, City Clerk

Office of the Mayor  
City of North Pole

# Proclamation

*WHEREAS, Lillian Rummer is a senior at North Pole High School and is the daughter of Lacey and Brandon Rummer.*

*WHEREAS, Lillian is actively involved with the North Pole High School Choir and spends her time as a volunteer with the children's program at Summit Church.*

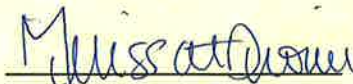
*WHEREAS, Lillian has also worked a part time job, all while maintaining her grades for graduation.*

*WHEREAS, the City of North Pole desires to recognize the outstanding students in the community.*

*NOW, THEREFORE, I, Michael W. Welch, Mayor of the City of North Pole, do hereby proclaim Lillian Rummer the:*

*North Pole City Council  
High School Student of the Month  
For May 2022.*

ATTEST:

  
Melissa Dionne  
City Clerk

  
Mayor, City of North Pole, Alaska

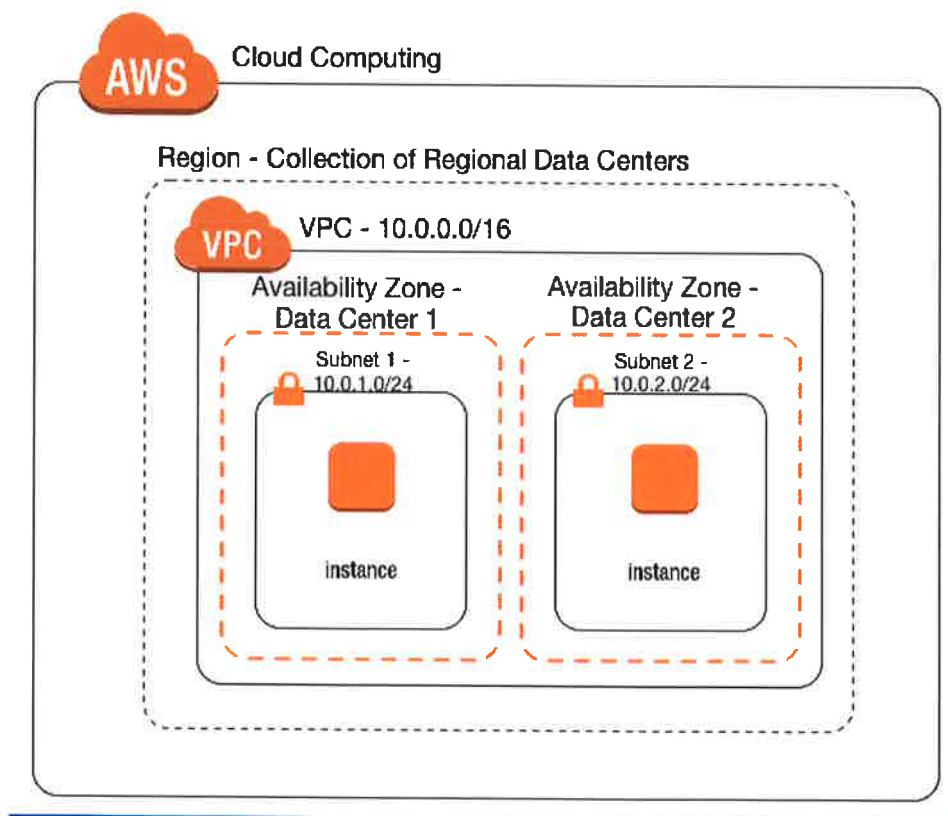


# Revize Cloud Hosting & Disaster Recovery

## Resilient Hosting for Your Website & All Content:

Revize uses Amazon Web Services (AWS) Hosting Infrastructure that is offered in multiple *Regions* in the United States and around the World. Each Region is a separate geographic area completely isolated one from another. AWS Regions are connected to multiple Internet Service Providers (ISPs) and to a private global network backbone to offer lower cost and more consistent cross-region network latency when compared with the public internet

A region has multiple, isolated locations known as *Availability Zones* (AZ). Availability Zones are inter-connected through low-latency links. A Virtual Private Center (VPC) spans across multiple availability zones.



Revize Web Sites are hosted on a Virtual Machine running Windows Server operating system with Internet Information Service (IIS) as a Web Server. Virtual Machine is an EC2 instance in AWS terms is hosted inside a VPC in an availability zone of a pre-selected region. A number of EC2 are provisioned in multiple locations across the United States inside a Virtual Private Center isolated from the Internet and the rest of Amazon Web Services infrastructure to offer faster access to the end-users and to minimize the impact of an outage, whether of a specific EC2 instance, an availability zone or an entire AWS region.

## Disaster Recovery:

Windows Web Server virtual disk or EC2 Elastic Block Storage (EBS) is backed up on every night at 10 PM EST. Additionally, the snapshots or virtual disk backups are subsequently automatically copied between regions to enable cross-region recovery capabilities.

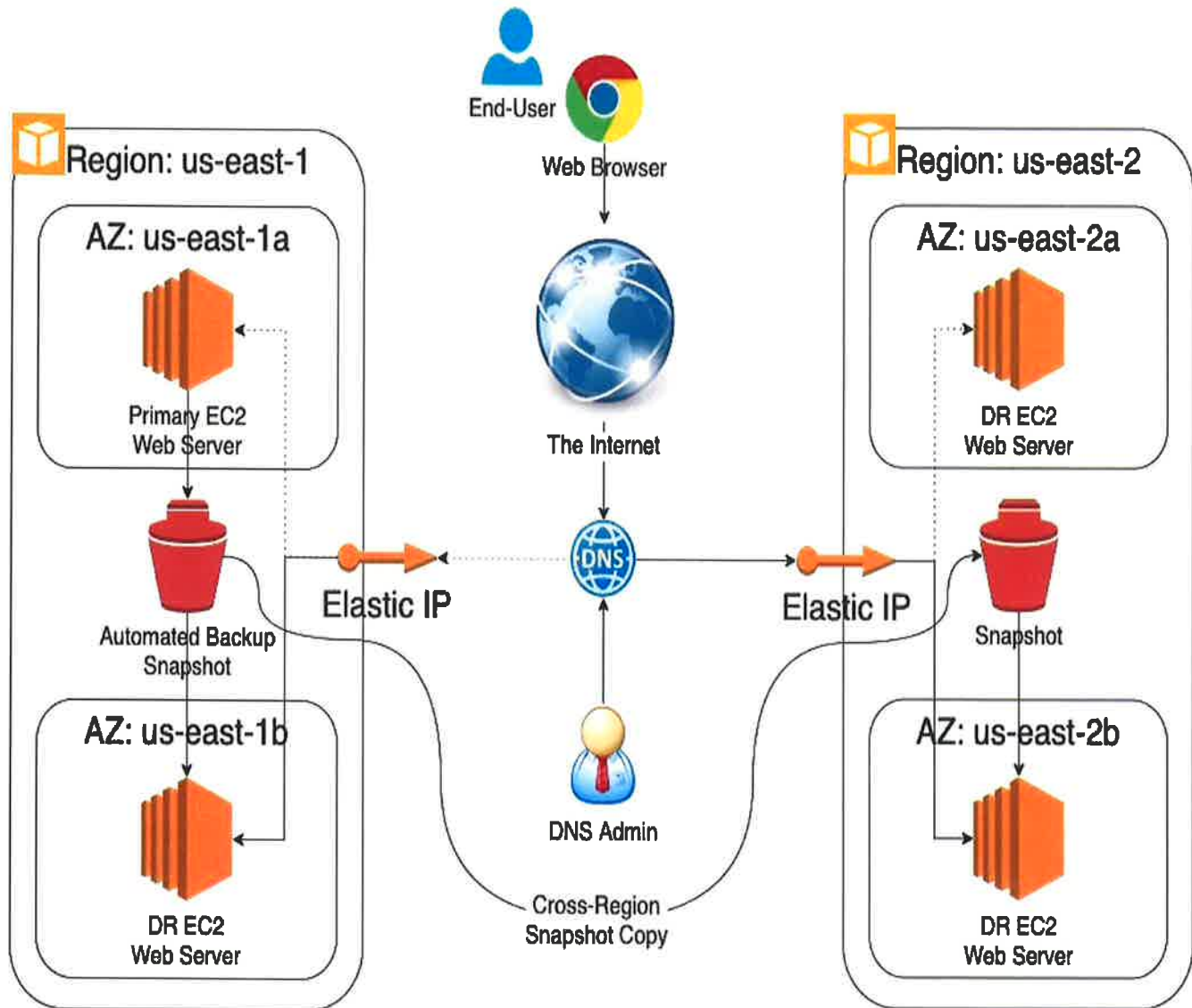
Should a Web Site hosted by Revize and monitored in automated fashion become unavailable, another EC2 instance can be restarted. When that proves insufficient EC2 instance will be reprovisioned in the same availability zone, a different availability zone, or, in a different region using the latest snapshot in the matter of a couple of minutes.

The incoming request, from the Internet traffic, is bound to a static IP address or Elastic IP in AWS terms that leverages NAT to forward traffic to a running EC2 instance private IP address. In the case of an EC2 instance re-provisioned in the same region, whether in the same or a different availability zone, Elastic IP is re-assigned to the new EC2 instance.

Elastic IP is represented to the public internet using CName or A-Host domain name services entry. In case of an EC2 instance or an availability zone failure, no adjustment to domain name service is required. In the case of a regional, wide-spread AWS outage, an EC2 instance is reprovisioned in a different region, re-using the latest snapshot preserving the content as of the last automated backup. However, an Elastic IP is specific to the region and, therefore a change to CName or A-Host configuration is required to point to the disaster recovery regional Elastic IP.



## Revize Disaster Recovery Infrastructure Diagram. AZ stands for Availability Zones



## **Security Controls, SSL, and Active Directory (LDAP)**

- Anti-malware software such as antivirus software, anti-spyware software, and rootkit detectors
- Shield Plus Security Bundle to prevent DDoS attacks
- Intrusion detection and prevention software (such as file integrity checking software)
- Host-based firewalls to protect CMS servers from unauthorized access
- Patch management software
- Security and Authentication Gateways
- Content filters, which can monitor traffic to and from the web server for potentially sensitive or inappropriate data and take action as necessary
- HTTPS (Hypertext Transfer Protocol over SSL), which provides encryption and decryption for user page requests that require more secure online transactions
- SSL (Secure Socket Layer) provides an encrypted end-to-end data path between a client and a server regardless of platform or OS
- If you have an existing SSL Certificate we can transfer it to the new website. Otherwise, if included, we will install a new SSL Certificate upon go live.
- Active Directory (LDAP) is compatible with the Revize CMS. It can be set up in a variety of configurations. As part of the process we will work with you to determine which configuration will best meet your needs.

## **Application Security Authentication**

- Role-Based Security: Role-based authentication to add individual user accounts and assign them system roles like Editor, Developer, Administrator, Workflow Approvers, etc., or department roles and empower the department to assign specific roles to users.
- Permission-Based Security: Ability to set up Content Owners/Editors and restrict which site pages they are authorized to update
- Global & Department Workflow Management: Create workflow management and approval processes where authorized department personnel become approvers



**From:** [robert@revize.com](mailto:robert@revize.com)  
**To:** [Melissa A. Dionne](#)  
**Subject:** RE: Rob from Revize  
**Date:** Thursday, May 12, 2022 11:37:31 AM

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Hey Melissa,

One more thing.

Another good piece of info to know and convey to him is that we will include an encrypted connection using SSL Security Certificate Authentication.

On google chrome when you see a "lock" button next to the URL you know the site is encrypted with SSL. Take a look at this site on google chrome and you'll see what I'm referencing...

<https://www.olympiawa.gov/>

Forgot to mention in the last email. Have a great day!

Warm Regards,

**Robert J. Suchomel | Sales Account Manager**

**revize.**

The Government Website Experts

Office: 248-269-9263 ext. 8059 | Direct Line: 248-928-8059 | Cell: 248-508-4575

[Robert@revize.com](mailto:Robert@revize.com) | [www.revize.com](http://www.revize.com) | [Facebook](#) | [Twitter](#) | [LinkedIn](#)

## Revize Web Services Sales Agreement

This Sales Agreement is between The City of North Pole, Alaska ("CLIENT") and Revize LLC, aka Revize Software Systems, ("Revize"). Federal Tax ID# 20-5000179 Date: 05/12/2022

<b>CLIENT INFORMATION:</b>		<b>REVIZE LLC:</b>
Company Name:	<u>City of North Pole</u>	Revize Software Systems
Company Address:	<u>125 Snowman Lane</u>	150 Kirts Blvd, Suite B
Company City/State/Zip:	<u>North Pole, AK 99705</u>	Troy, MI 48084
Contact Name:	<u>Melissa A. Dionne <a href="mailto:Dionne@northpolealaska.org">Dionne@northpolealaska.org</a></u> <u>907-488-8583</u>	248-269-9263
Client Website Address:	<u><a href="http://www.northpolealaska.com">www.northpolealaska.com</a></u>	

The CLIENT agrees to purchase the following products and services from REVIZE

Quantity	Description	Price
1	<b>WEBGEN Website Design and Development Fee - one-time charge</b> (see pages 3 - 6)	\$ 3,538.00
	<ul style="list-style-type: none"> <li>Revize Web Calendar, Document Center and other features on page 2</li> <li>Training – Revize Content Editing training one day 3-hour session or two-day 1.5-hour sessions</li> <li>Content Migration of 697 webpages and 447 documents to new website from existing website</li> </ul>	
1	<b>Revize Annual Tech Support, Software Subscription, and Web Hosting Service, pre-paid:</b>	\$ 1,400.00
	<ul style="list-style-type: none"> <li>Revize Web Content Management Software Services</li> <li>Unlimited Content Editors / Administrative Users / Includes SSL Certificate</li> <li>Technical Support / CMS Software Upgrades / Website Hosting &amp; 5 GB storage, 30 GB Monthly Bandwidth</li> </ul>	

**Grand Total:** \$ 4,938.00

Four-year agreement. Revize requires a payment of \$4,938.00 to complete this initiative. Annual payments due by the one-year anniversary of original project invoice every year of service.

### Terms:

- Payments:** All Invoices are due upon receipt. Work begins upon receiving initial payment.
- Additional content migration, if requested, is available for \$3 per web page or document.
- This Sales Agreement is the only legal document governing this sale.
- Both parties must agree in writing to any changes or additions to this Sales Agreement.
- Proper jurisdiction and venue for any legal action or dispute relating to this agreement shall be the State of Alaska.
- Client understands that project completion date is highly dependent on their timely communication with Revize. Client also agrees and understands that;
  - The primary communication tool for this project and future tech support is the Revize customer portal found at <https://support.revize.com>.
  - During the project, Client will respond to Revize inquiries within 48 hours of the request to avoid any delay in the project timeline.
- Pricing expires in 30 days.

AGREED TO BY:

CLIENT

REVIZE

Signature of Authorized Person: \_\_\_\_\_

Name of Authorized Person: \_\_\_\_\_

Title of Authorized Person \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

Robert J. Suchomel

Sales Account Manager

Please sign and return to Robert Suchomel via email to [robert@revize.com](mailto:robert@revize.com)

## Following Applications & Features will be integrated into Your Website Project

Revize provides applications and features specifically designed for government organizations.

The applications and features are categorized into:

- ▶ **Citizen's Communication Center Apps**
- ▶ **Citizen's Engagement Center Apps**
- ▶ **Staff Productivity Apps**
- ▶ **Site Administration and Security Features**
- ▶ **Mobile Device and Accessibility Features**

### **CITIZEN'S COMMUNICATION CENTER APPS:**

- ✓ Home Page Alert
- ✓ Document Center with search bar
- ✓ News Center
- ✓ Photo Gallery/YouTube Video Upload
- ✓ Quick Link Buttons
- ✓ Revize Web Calendar – Unlimited Calendars

### **CITIZEN'S ENGAGEMENT CENTER APPS:**

- ✓ Social Media Sharing App
- ✓ Citizens Request Center
- ✓ Online Bill Pay

### **STAFF PRODUCTIVITY APPS:**

- ✓ Image Manager
- ✓ Link Checker
- ✓ Menu Manager
- ✓ Vendor Registration/RFP Management System
- ✓ Website Content Archiving

### **SITE ADMIN & SECURITY APPS:**

- ✓ Audit Trail
- ✓ History Log
- ✓ Roles and Permission-based Security Mode
- ✓ Secure Site Gateway
- ✓ Unique Login/Password for each Content Editor

### **MOBILE DEVICE AND ACCESSIBILITY FEATURES:**

- ✓ Alt-Tags
- ✓ ADA Accessibility Widget
- ✓ ADA Compliant Website According to WCAG 2.1 AA Level
- ✓ Responsive Website Design (RWD) for mobile friendly viewing and navigation on smart phones and tablets




**Select one of the following Website Designs on the following pages and Revize will create a new custom banner and change the color scheme to reflect your organization's character. The Revize CMS is already built into it saving you the cost of a custom design and CMS technology development. Turnaround time: approximately 4-6 weeks**


# Peak Town Design

Peak Town



Home PageResidentsVisitorsBusinessDepartmentsI Want To ...


Translate






# Stunning Peaks







Economic Development




Justice Court




Clerk Auditor



County Commissioner




Sheriff Office




## Welcome to Peak Town, MI

Call us today to learn more about the many services we offer. We are here to help you with everything you need to know about Peak Town, MI. We are here to help you with everything you need to know about Peak Town, MI.

DISCOVER MORE





## Latest Town Events

At vero eos et accusamus et iusto odio dignissimos ducimus qui blanditiis praesentia voluptate est odio molestiae sunt quosdam

DISCOVER MORE

12  
AUG

Morbi leo risus, porta ac consectetur vestibulum at eros. Maecenas



13  
AUG

Donec id elit non mi porta gravida at metus. Aenean eu leo quam



14  
AUG

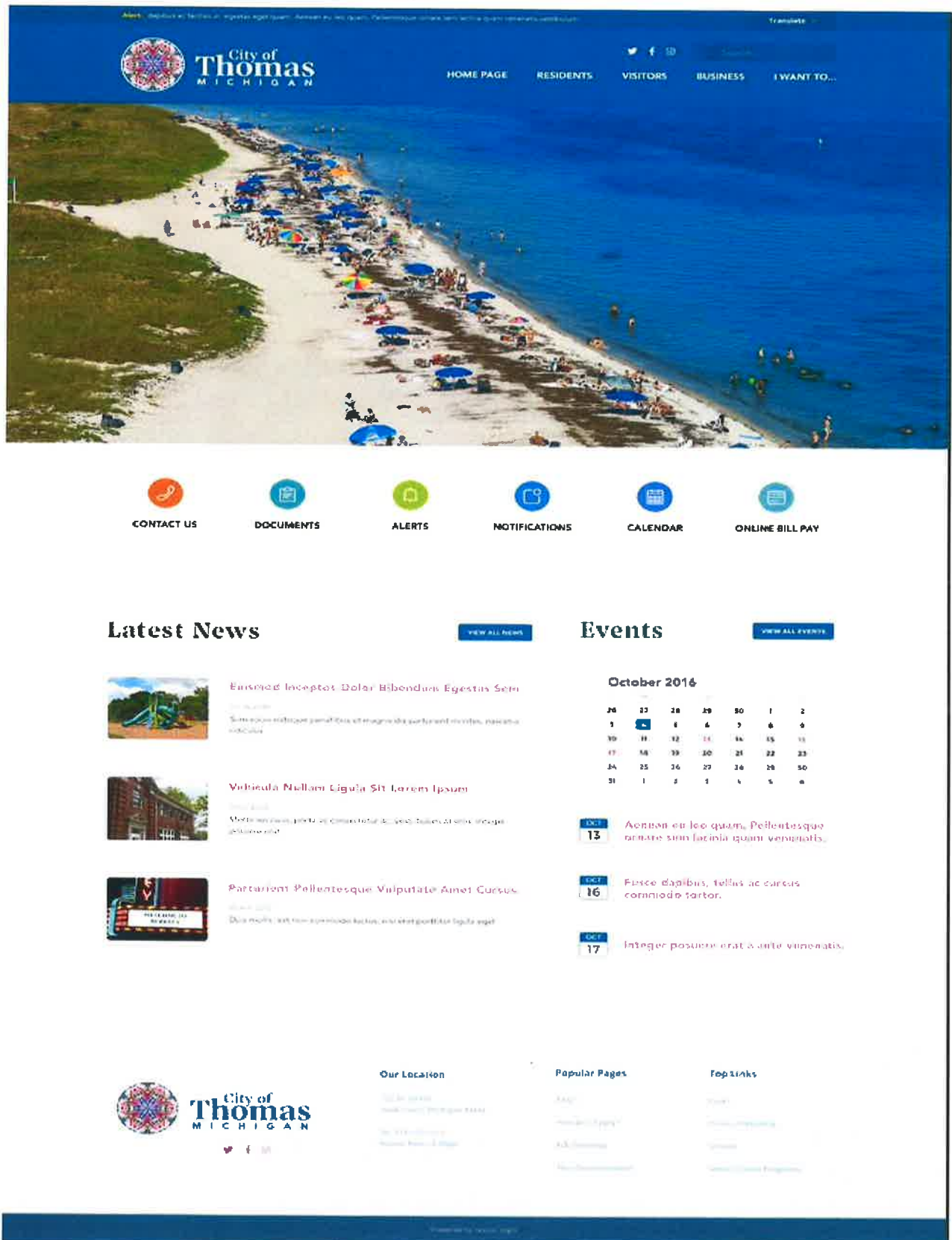
Etiam porta sem malesuada magna euismod. Cras mattis consectetur



## Latest News

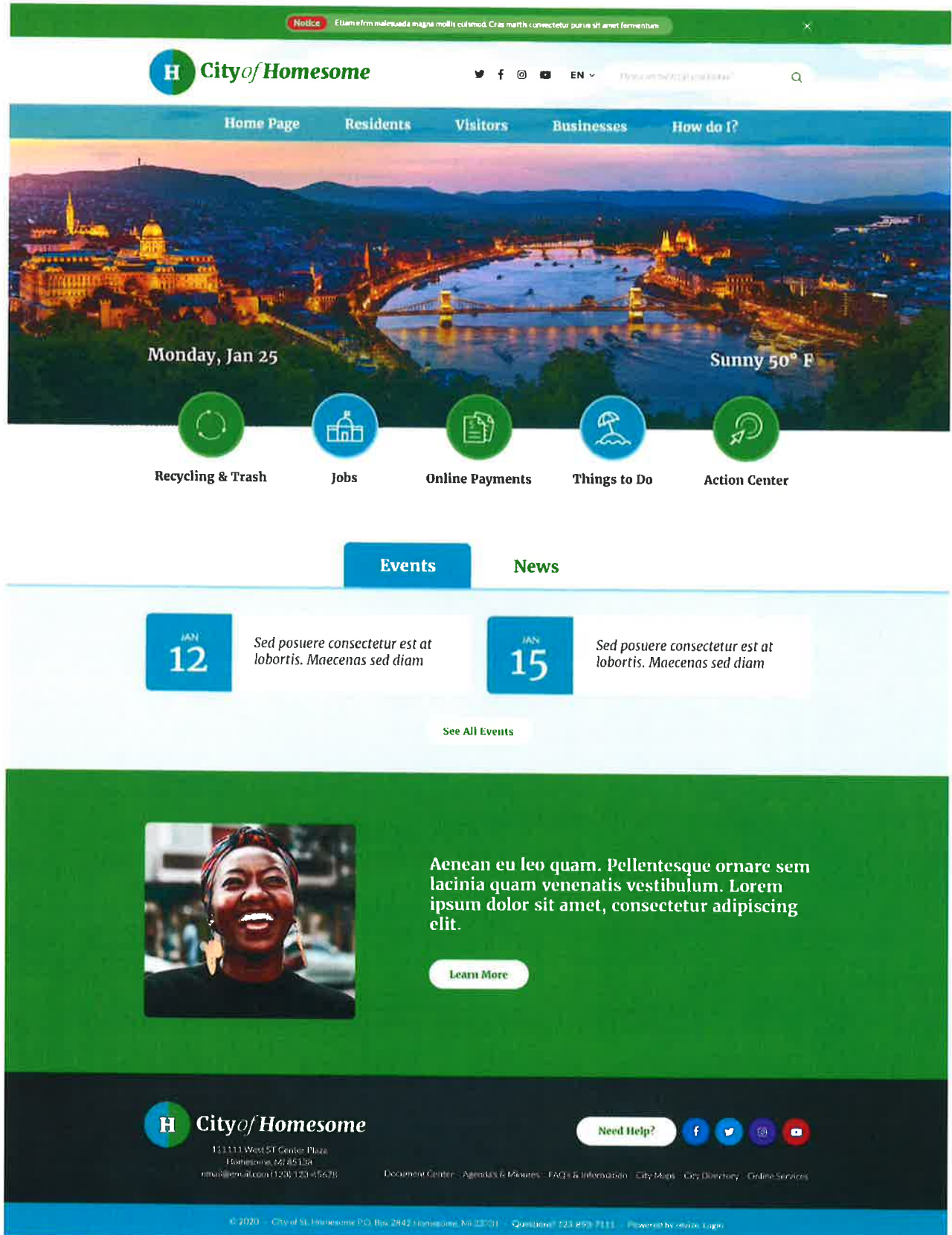
DISCOVER MORE

# City of Thomas Design

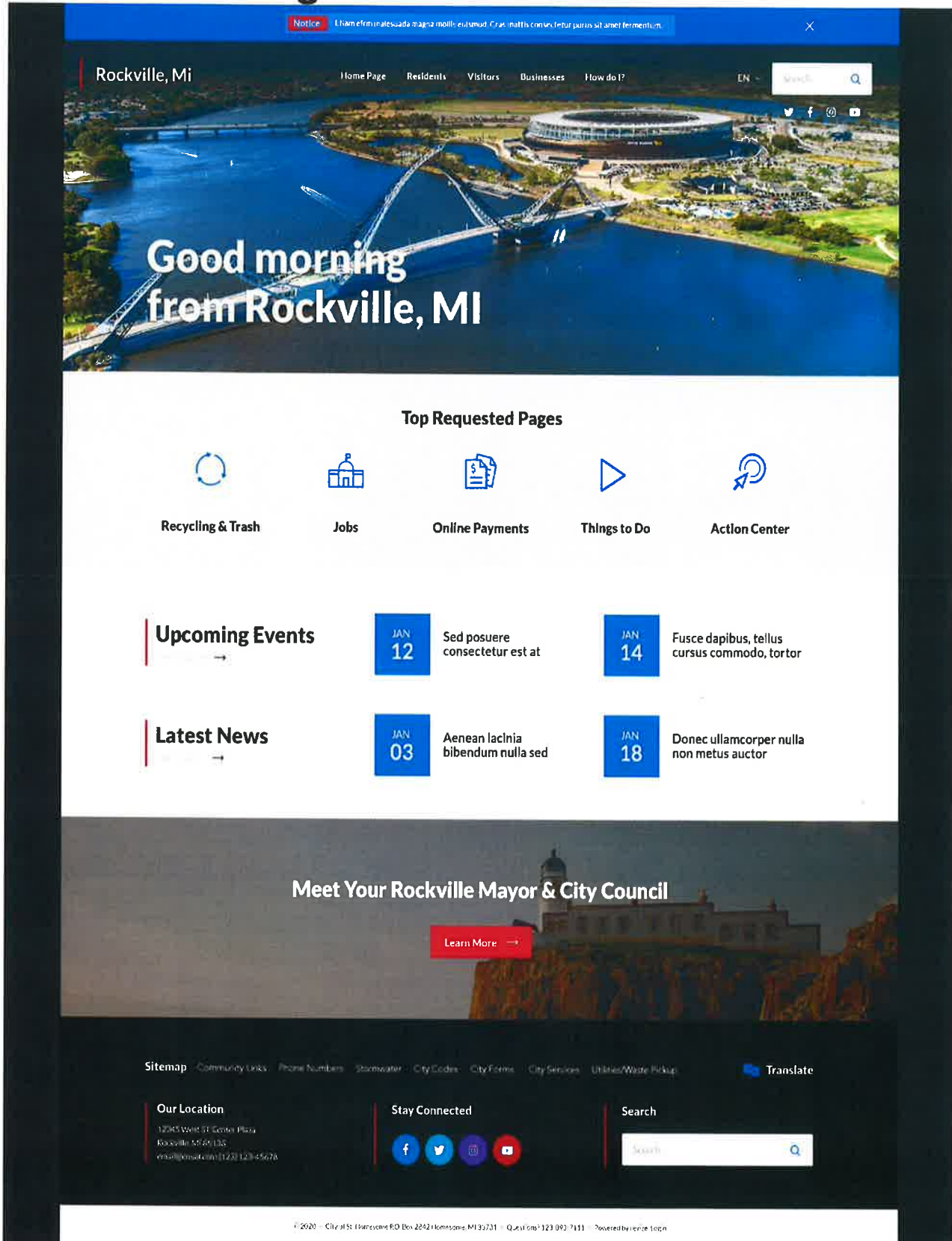




# Homesome Design



## Rockville Design



## Service Level Agreement

### Maximum Response Times via Severity Level

- 1 hour for crisis issues
- 4-6 hours for critical issues
- 24 hours for normal issues

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### Technical Support Escalation:

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### Revize Support

- 8 a.m. – 8 p.m. EST Phone Support (Monday thru Friday)
- 24X7X365 Portal & Email Support
- Dedicated support staff to provide assistance and answer all questions
- Training refreshers
- Video tutorials and online training manual



## Revize Web Services Sales Agreement

This Sales Agreement is between The City of North Pole, Alaska ("CLIENT") and Revize LLC, aka Revize Software Systems, ("Revize"). Federal Tax ID# 20-5000179  
Date: 05/12/2022

<b>CLIENT INFORMATION:</b>		<b>REVIZE LLC:</b>
Company Name:	City of North Pole	Revize Software Systems
Company Address:	125 Snowman Lane	150 Kirts Blvd.
Company City/State/Zip:	North Pole, AK 99705	Troy, MI 48084
Contact Name:	Melissa A. Dionne <a href="mailto:Dionne@northpolealaska.org">Dionne@northpolealaska.org</a> 907-488-8583	248-269-9263
CLIENT Website Address:	<a href="http://www.northpolealaska.com">www.northpolealaska.com</a>	

The CLIENT agrees to purchase the following products and services provided by REVIZE:

<u>Quantity</u>	<u>Description</u>	<u>Price</u>
1	<b>Phase 1: Project Planning and Analysis, Scope of Work, one-time fee:</b>	<b>\$400.00</b>
1	<b>Phase 2 – Discovery &amp; Design from Scratch, one-time fee:</b> <ul style="list-style-type: none"> <li>1 home page design concept, 1 inner page concept, 3 rounds of revisions are included</li> </ul>	<b>\$1,800.00</b>
1	<b>Phase 3 &amp; 4 – Revize Template Development, one-time fee:</b> <ul style="list-style-type: none"> <li>Set-up all CMS modules listed in this agreement</li> <li>Integration with all 3rd party web applications</li> </ul>	<b>\$2,500.00</b>
1	<b>Phase 5 – Quality Assurance Testing, one-time fee:</b>	<b>\$800.00</b>
1	<b>Phase 6 – Content Migration up to 697 webpages and 447 documents, one-time fee:</b> <ul style="list-style-type: none"> <li>Site map development and content migration from old website to new. Includes spell checking, style corrections, and reformatting.</li> </ul>	<b>Included</b>
1	<b>Phase 7 – Revize Content Editor Training, one-time fee:</b> <ul style="list-style-type: none"> <li>A Revize Trainer will conduct a one or two-day, remote training session. The training session will be roughly 3-4 hours in length, or 2 hours each day for two-day sessions. All interested employees are welcome to attend.</li> </ul>	<b>Included</b>
1	<b>Phase 8 – Go-Live, Revize will walk client through all “go-live” steps</b>	<b>Included</b>
1	Revize Annual CMS Software Subscription, Unlimited Tech Support, CMS Updates, Website Hosting, Unlimited Users, 10 GB website storage, 100GB/Month Bandwidth, SSL Security Certificate Included, <b>annual recurring fee:</b>	<b>\$1,900.00</b>
1	<b>Grand Total First Year</b>	<b>\$7,400.00</b>

## Revize Website Project & Services Payment Plan

Payment Amount	Estimated Due Date	Payment Includes
\$ 7,400.00	05/31/2022	Year 1 Project Costs + Annual Hosting & Maintenance
\$ 1,900.00	05/31/2023	Year 2 Annual Hosting & Maintenance
\$ 1,900.00	05/31/2024	Year 3 Annual Hosting & Maintenance
\$ 1,900.00	05/31/2025	Year 4 Annual Hosting & Maintenance

**AGREED TO BY:**

**CLIENT**

**REVIZE**

**Signature of Authorized Person:**

\_\_\_\_\_

\_\_\_\_\_

**Name of Authorized Person:**

\_\_\_\_\_

**Robert Suchomel**

**Title of Authorized Person**

\_\_\_\_\_

**Account Manager**

**Date:**

\_\_\_\_\_

\_\_\_\_\_

Please sign and return to:

**Robert@revize.com**

Fax 1-866-346-8880

## ADA Compliance Disclaimer:

Revize designs and develops all websites to be ADA Compliant according to the WC3 Consortium Web Content Accessibility Guideline at the 2.1 AA Level.

**Terms:**

1. Five-year agreement. Revize will provide a free redesign beginning in year 4 after 3 completed years of service.
2. Payments: All Invoices are due according to the due date on forthcoming invoice. Initial payment will be due net 30 business days from contract execution date.
3. Revize requires payments to be made according to the payment schedule listed on page 2.
4. Additional content migration, if requested, is available for \$3 per web page or document.
5. Additional bandwidth is available at \$360 per year for each additional 50GB per month.
6. This agreement is the only legal document governing this sale & the proper jurisdiction and venue for any legal action or dispute relating to this Agreement shall be the state of Alaska.
7. Both parties must agree in writing to any changes or additions to this Sales Agreement.
8. The CLIENT understands that project completion date is highly dependent on their timely communication with Revize. CLIENT also agrees and understands that;
  - a. The primary communication tool for this project and future tech support is the Revize customer portal found at <https://support.revize.com>.
  - b. During the project, the CLIENT will respond to Revize inquiries within 48 hours of the request to avoid any delay in the project timeline.
  - c. The CLIENT understands that project timelines will be delayed if they do not respond to Revize inquiries in a timely manner.
9. The CLIENT owns the design, content, and will receive software updates to the CMS for the life of the contract.
10. Unless otherwise agreed, Revize does not migrate irrelevant records, calendar events, news items, bid results, low quality images, or data that can reasonably be considered non-conforming to new website layout.
11. Revize expects to complete phase 7 (training) of this project within 18-24 weeks from the date of the project kickoff meeting. Upon completion of phase 7 it is the CLIENT's responsibility to decide when to go live with the website. The CLIENT's decision to delay go-live for any reason, unrelated to a functional defect making the site inoperable, does not constitute breach of contract on the part of Revize. The CLIENT understands that it is incumbent upon the CLIENT to respond to Revize requests in a timely manner. The CLIENT further understands that any timeline delays due to their lack of timely communication do not constitute a breach of contract on the part of Revize.

## **Enterprise Revize CMS License**

As part of this agreement Revize Software Systems, LLC. will provide to the CLIENT a full Enterprise Revize CMS Software license. This software is a proprietary software built and maintained by Revize Software Systems LLC. and is intended to allow for the CLIENT to easily update the content of their website. CLIENT agrees that this license will only be used to maintain the websites included in this agreement. Sharing of the content management system, by the CLIENT, with other entities not identified in this agreement is prohibited.

Revize will maintain, update, and host the Revize CMS during the contract period. In the event that the contract is terminated, for any reason, Revize will provide the latest version of the Revize CMS to the CLIENT provided all payments for the entire length of the contract is fully paid. This system will then have the ability to be hosted and used by the CLIENT as long as they wish. Revize will provide reasonable support in transferring the CMS system to the CLIENT's decided upon hosting architecture.

## **Products CLIENT Owns Include:**

- Revize CMS License
- Hosted Website
- Source Files
- All Included Revize Web Applications
- Design & Page Content

## The Following Applications & Features will be integrated into Your Website:

In addition to the Government Content Management System that enables non-technical staff to easily and quickly create/update content in the new web site, Revize provides a suite of applications and features specifically designed for government. All of those apps and features are fully described in the following section. The applications and features are grouped into five categories:

- Citizen's Communication Center Apps
- Citizen's Engagement Center Apps
- Staff Productivity Apps
- Site Administration and Security Features
- Mobile Device and Accessibility Features

### Citizen's Communication Center Apps

- Home Page Alert & Announcement Center
- E-Notify App (Email & Text Alert Notifications)
- Searchable Document Center
- Searchable How Do I? (FAQs)
- News Center with Facebook/Twitter Integration
- Online Web Forms
- Photo Gallery
- Quick Link Buttons
- Revize Web Calendar
- "Share This" Social Media Flyout App
- Sliding Feature Bar
- Staff Directory
- Interactive Map
- Language Translator

### Citizen's Engagement Center Apps

- Agenda & Minute Management Center
- Citizen Request Center with re-Captcha
- Online Bill Pay
- RSS Feed

### Staff Productivity Apps

- Image Manager
- iCal Integration
- Link Checker
- Menu Manager
- Bid Posting Center
- Website Content Archiving
- Website Content Scheduling

### Site Administration and Security Features

- Audit Trail
- Drag and Drop Menu Management
- Drag and Drop Picture Management
- Drag and Drop Document Management
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- SSL Security Certificate
- Unique Login/Password for each Content Editor
- Web Statistics and Analytics

### Mobile Device and Accessibility Features

- Font Size Adjustment
- Alt-Tags
- ADA Accessibility Widget
- ADA Compliant Website According to WCAG 2.1 AA Level
- Responsive Website Design (RWD) for mobile friendly viewing and navigation on smart phones and tablets

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# City of North Pole

## 2022 Renewal Decision Summary



DECISION POINT		IMPACT	GROUP DECISION
1	<b>Accept Meritain Administrative Renewal at proposed fees</b>	\$1.00 PEPM/\$456 annually increase due to Pharmacy credit removed <i>(discussed/known with 2021 renewal)</i>	
2	<b>Teladoc Services</b> Current: Medical & Dermatology \$1.55 PEPM + Consulting Fees (Paid by the City) Option A: Medical, Dermatology & Behavioral Health \$1.90 PEPM + Consulting Fees Option A1: City of North Pole continues to pay consulting fees Option A2: City of North Pole shares cost with employees (Recommended)	Option A: Increase spend \$160 Annually Option A1: Increase based on usage Option A2: Medical & dermatology expenses become shared costs; Increases access to behavioral health services with reduced cost to employee & employer	
3	<b>BridgeHealth</b> Option A: \$1,500 recovery benefit	Cost impact based on usage; <i>Recent estimated savings from single incident \$50,000</i>	
4	<b>Updating Medical Coinsurance for Consistency</b> Option A: 80% to 90% (Recommended) Option B: 90% to 80%	Option A: Increase in Spend: 0.86% Option B: Decrease in Spend: 1.39%	
5	<b>Healthy Merits / Biometrics Screening</b> Option A: Add Biometric Screenings  Option B: Add Healthy Merits Wellness Program	Option A: Venipuncture Panel \$220 Per Participant (Biometric screening only) \$190 Per Participant (Health Merits client) Option B: Implementation Fee (\$500) + \$4.50 PEPM	
6	<b>Adult Vision Benefit – Recommend to accept all, though able to select components.</b> Option A: Remove VSP discount, make defined benefit Option B: Exams update from \$60 max to covered in full Option C: Exams update from every 24 months to every 12 months Option D: Hardware increase from \$120 to \$300 Option E: Allow lenses every 12 months, maintain frames every 24 months	With low to minimal current usage, unable to accurately estimate liability/exposure. Max cost per member approximate \$600	
7	<b>Adult Dental Benefit</b> Option A: Remove preventive services from annual max (\$1,000) currently Option B: Remove preventive services + Increase annual max to \$1,500	Option A: Increase spend \$4,531 annually Option B: Increase spend \$6,801 annually	
	<b>Stop Loss</b>		
8	Renew with American National (IOARe) - Laser decreased to \$90,000 (Currently \$100,000)	0.15% increase - Flat Renewal	
	<b>Mutual of Omaha</b>		
9	Maintain STD, LTD, Group Life & AD&D, Voluntary Life & AD&D as is	Rate Guarantee through 7/1/2023 - no increase	
	<b>Colonial Life Supplemental Benefits</b>		
10	Continue	Employee Funded Benefit	
	<b>Other Items</b>		
11	Payroll Deductions Option A: City to absorb increase; maintain employee deductions Option B: Increase to deductions of \$5 (Employee) / \$10 (Dependents) per pay period Option C: Increase to deductions of \$20 (Employee) / \$30 (Dependents) per pay period	Based on Budgetary Constraints/Recommendations Approximate \$500/employee/year increase (\$19,000 annual cost) to City Estimated increase of \$8,840 in annual employee deductions to share cost with City Estimated increase of \$27,560 in annual employee deductions to share cost with City	
12	Learning Management System	\$1,000 per year	
13	Employee Survey	No associated cost: Recommend a follow-up 3-month post renewal	
ESTIMATED COST TO ADOPT ALL OPTIONS: \$16,500 + Vision = Approximately \$500 per employee per year			

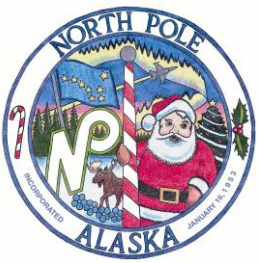
City of North Pole Representative Name:

Title:

Signature:

Date:





# City of North Pole

EMPLOYEE BENEFITS STRATEGIC RENEWAL DISCUSSION

AIMEE JOHNSON

MAY 16, 2022

# Discussion Items

- Account Service Team
- Policy Summary
- 2022 Discussion Items
  - Meritain Renewal
  - 2022 Considerations
  - Stop Loss Renewal
  - Ancillary Benefits
  - Decision Points
- Next Steps
  - Renewal Timeline
  - Renewal Decisions
  - Open Enrollment Planning
- Appendix
  - Claim Highlights
  - Legislative Updates
  - Funding Mechanisms
  - Stop Loss Deductible & Premium Trends
  - Cost Containment Measure Details
  - Client Profile
  - RISQ Consulting – What We Do

# Account Service Team

All our clients are assigned to a team of professionals who are dedicated to providing a wealth of resources to serve their needs. Our team prides themselves on excellent service, and they are dedicated to using their experience and expertise to meet our clients' benefits objectives. Your account team's goal is to help you save money through proper implementation and management of your benefits programs, and they are committed to anticipating and fulfilling your needs and concerns.

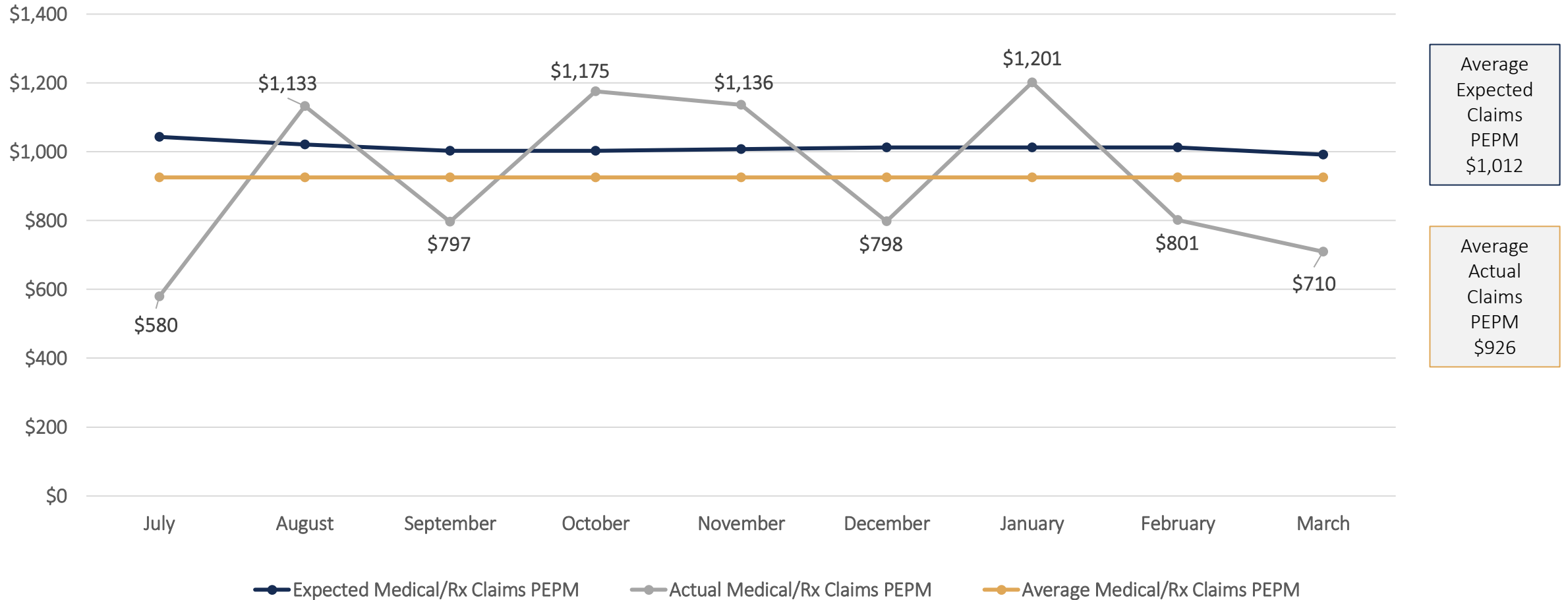
NAME	TITLE	EMAIL	PHONE
Contact for strategic initiatives, annual planning, significant organizational changes, etc.			
Aimee Johnson	Employee Benefits Consultant	<a href="mailto:ajohnson@risqconsulting.com">ajohnson@risqconsulting.com</a>	907-263-1410
Contact for day-to-day questions, organizational issues, compliance guidance, etc.			
Angela Baker	Employee Benefits Account Manager	<a href="mailto:abaker@risqconsulting.com">abaker@risqconsulting.com</a>	907-263-1456
Contact for new hires and terminated employees, benefit enrollment questions, general billing, etc.			
Madasin Jennings	Account Specialist	<a href="mailto:support@risqconsulting.com">support@risqconsulting.com</a>	907-263-1401
Contact for new hires and terminated employees, benefit enrollment questions, etc.			
Andrew Kupperman	RISQ Employer Services Team	<a href="mailto:benadmin@risqconsulting.com">benadmin@risqconsulting.com</a>	907-263-1401

# Employee Benefits Policy Summary

Plan Year	Benefit Description	Insurance Carrier	Policy Number	Waiting Period	Minimum Hours
7/1/2021 – 6/30/2022	<b>Stop Loss Insurance</b> \$40,000 Spec.; \$15,000 Aggregating Specific; \$100,000 Laser; Agg TLO; 24/12 Contract	IOA Re / American National Insurance Company	IOA-146334-20	N/A	N/A
	<b>Medical</b> \$375 EE-\$1,125 ESC/10%-20%/ \$4,500 EE-\$13,500 ESC Rx: \$10/\$30/\$50/30% (0% with PrudentRx)	Meritain Health / VSP	16864	Date of Hire	30
	<b>Dental</b> \$50/0%/20%/50%/\$1,000 (\$750 Pre-Determination Limit)				
	<b>Vision Savings Pass</b> <b>Signature Network</b> \$10/\$20/\$150 - 12/12/12				
<b>COBRA Administration</b>					
7/1/2021 – 6/30/2023	<b>Short Term Disability</b> 70% up to \$500 Weekly	Mutual of Omaha	G000BKP9		
	<b>Long Term Disability</b> 60% up to \$6,000 Monthly				
	<b>Life and AD&amp;D</b> \$50,000				
	<b>Voluntary Life and AD&amp;D</b> EE: \$10,000-\$300,000, \$100,000 GI; SP: \$5,000-\$150,000, \$25,000 GI Dep: \$2,000-\$10,000				
1/1/2022 - 12/31/2022	<b>FSA</b> Health & Dependent Care	Peal One Administration	CO. Name		
Additional Benefits: Worksite Benefits with Colonial (Acc, Can, CI, HC, Life [GF Aflac benefits]), EAP with Mutual of Omaha, 457B Retirement Plan					

# Discussion Items

# 2021-2022 Expected Medical/Rx Claims Compared to Actual Medical/Rx Claims



# Medical Renewal

## Meritain Administrative Fees

- Meritain Renewal Received – see detailed breakout in appendix
  - \$1 PEPM Increase Due to Pharmacy Credit Change
- Cost saving programs active and available

## Cost Increase Summary

- Fixed Cost: 0.30% Increase
- Estimate Claims Cost: 2.94%
- Fixed Cost + Estimated Claims: 1.96%
- Maximum Claims + Additional Liability: 0.84%

## Stop Loss

- IOA RE / American National Insurance Company – Current
  - Current Contract 24/12
  - Individual Specific: \$40,000
  - Aggregating Specific: \$15,000
  - ***Laser: \$100,000***
- IOA RE / American National Insurance Company – Renewal
  - Current Contract 24/12
  - Individual Specific: \$40,000
  - Aggregating Specific: \$15,000
  - ***Laser: \$90,000***
  - ***0.15% Stop Loss Premium Increase – Flat***
  - ***No claims have been paid YTD***
- Bidding Efforts
  - Shopped 11 carriers; 5 declined to quote
  - Recommend to renew with incumbent carrier
  - 2020 install resulted in \$100,000 savings on fixed costs & \$150,000 on max liability

# Current Medical Plan

Provision	PPO Employee Responsibility Participating Providers	PPO Employee Responsibility Non-Participating Providers
Individual Deductible	\$375	
Family Deductible	\$1,125	
Coinsurance	10% - 20%	
Office Visits (Limits vary by service)	10% - 20%	
Individual Out-of-Pocket Max	\$4,500	
Family Out-of-Pocket Max	\$13,500	
Prescriptions	<b>RETAIL</b> Generic: \$10 Copay Preferred Drug: \$30 Copay Non-Preferred Drug: \$50 Copay	<b>MAIL-ORDER</b> Generic: \$20 Copay Preferred Drug: \$60 Copay Non-Preferred Drug: \$100 Copay
Specialty Prescriptions	Must be Obtained Directly from Specialty Pharmacy after 3 Retail Pharmacy Fills Enrolled in PrudentRx Program: \$0 Copay Not Enrolled or Available through PrudentRx: 30% Copay	Not available



# Cost Containment Measures & Additional Services – Active (See appendix for details)

Active Services	
Meritain Administration, Aetna Network Access, Utilization Management, & Case Management	Medical, Dental & Vision Admin \$60.20 Aetna Choice POS II Network Access Aetna Dental Administrators Network Access
High-Cost Drug Management Program	\$130/Hour
Medical Transport Services	Medical Evacuation for Care Coordination Only \$180/Hour
Bridgehealth Surgery Benefit	Included in Admin Fees
Teledoc / Telemedicine	Medical & Dermatology - Included in Admin Fees \$1.55 + Consulting Fees Based on Usage (Paid by the City)
Livongo: Diabetes Management	\$75 Per Participant; \$135 Replacement Glucometer
Mandatory Generic	*DAW1: No **DAW2: Yes
Mandatory Specialty Pharmacy Program	Yes
CVS True Accumulation Program	Yes
Maintenance Choice	Allow Opt-Out
Prudent Rx Specialty Pharmacy Program	Yes
RX Smart Savings	\$1.50 PEPM
Maternity Management Program	Included in Admin Fees
Domestic Partner Coverage	Excluded

\*DAW1: Penalty when physician requests brand over generic.

\*\*DAW2: Penalty when member requests the brand over the generic.

# Cost Containment Measures & Additional Services – Available *(See appendix for details)*

## Available

Hinge Health (Available for groups with 150 members)

BridgeHealth Recovery Benefit (\$1,500)

Healthy Merits Wellness Program

Healthcare Bluebook

Alternative Teledoc Option

Spousal Carve-Out / Surcharge

Generic Step Therapy

Livongo:  
Whole Person Solution / Weight Management

# Current Dental & Vision Plans - Meritain

## Dental

- Annual Deductible: \$50 Individual / \$150 Family
- Preventative - Diagnostic & Preventive: Covered in Full, Deductible Waived
- Basic Services: Deductible, then 20% Coinsurance
- Major Services: Deductible, then 50% Coinsurance
- Annual Maximum: \$1,000 per member, per calendar year
- **2022 Considerations: Update Annual Maximum & Remove preventative services**
  - **OPTION A: Remove preventive services from annual max: \$4,531 estimated increase spend**
  - **OPTION B: Remove preventive & increase max to \$1,500: \$6,801 estimated increase spend**

## Adult Vision (VSP Network Discount Available via Meritain)

- **2022 Consideration: Remove VSP component, make defined benefit**
- Eye Exams covered in Full – 1 per 24-month period, max benefit \$60
  - **2022 Consideration: Update to allow exams every 12 months, paid in full**
- Lenses, Frames, and Contacts: Covered in Full up to Maximum Benefit
  - 1 pair per 24-month period. Maximum hardware benefit is \$120
  - **2022 Consideration: Update maximum to \$300, allow lenses every 12 months, maintain frames/hardware every 24 months**
- Dependent coverage regulated by ACA
- Minimal to low utilization from adult claims

# Ancillary Benefits

- PeakOne – Health FSA & Dep Care
  - Renews 1/1/23
- Mutual of Omaha – Life & AD&D, Voluntary Life and AD&D, STD & LTD
  - Rate guarantee, next renewal 7/1/23
- Worksite Benefits (Colonial Life)

# 2022 Decision Points

## Cost Increase Summary – To Maintain Plan “as is”

- Fixed Cost: 0.30% Increase
- Estimate Claims Cost: 2.94%
- Fixed Cost + Estimated Claims: 1.96%
- Maximum Claims + Additional Liability: 0.84%
- Estimated Cost to Adopt All Decision Points
  - \$16,500 + Vision = \$19,000
  - Approximately \$500/employee/year

# 2022 Decision Points

	Meritain Renewal	Impact
1	<b>Accept Meritain Administrative Renewal at Proposed Fees</b>	\$1.00 PEPM/\$456 annually increase due to Pharmacy credit removed <i>(discussed/known with 2021 renewal)</i>
2	<b>Teledoc Services</b> Current: Medical & Dermatology \$1.55 PEPM + Consulting Fees (Paid by the City) Option A: Medical, Dermatology & Behavioral Health \$1.90 PEPM + Consulting Fees Option A1: City of North Pole continues to pay consulting fees Option A2: City of North Pole shares cost with employees (Recommended)	Option A: Increase spend \$160 Annually Option A1: Increase based on usage Option A2: Medical & dermatology expenses become shared costs; Increases access to behavioral health services with reduced cost to employee & employer

2022 Teledoc Optional Pricing	
Teledoc – Medical & Dermatology (CURRENT)	\$1.55 PEPM Service Included in Admin Fees plus applicable Consulting Fees as follows – Fees are Employer Paid <ul style="list-style-type: none"> <li>• 2022 Medical Fee: \$49</li> <li>• 2022 Dermatology Fee: \$75</li> </ul>
Teledoc – Medical, Dermatology, & Behavioral Health	\$1.90 PEPM plus applicable Consulting Fees as follows: <ul style="list-style-type: none"> <li>• 2022 Medical Fee: \$49</li> <li>• 2022 Dermatology Fee: \$75</li> <li>• 2022 Behavioral Health – Therapist Fee: \$85</li> <li>• 2022 Behavioral Health – Psychiatric Evaluation: \$190</li> <li>• 2022 Behavioral Health – Psychiatrist Outgoing Sessions: \$95</li> </ul>

# 2022 Decision Points

	Meritain Renewal	Impact
3	<b>BridgeHealth</b> Option A: \$1,500 taxable recovery benefit	Cost impact based on usage; <i>Recent estimated savings from single incident \$50,000</i>

Cardiac	Vascular
Joint Replacement	Orthopedic
Spine & Neurologic	Specific ENT
Women's Health	General Surgery

- Travel Related Criteria
  - Covered Person Must Travel at least 50 miles one-way from home
  - One companion of choice to accompany
  - Immediate pre-operative and post-operative visits are included; future claims processed according to plan language
  - 1099 MISC will be issued
- Transportation Expenses
  - First-class, non-refundable airline ticket purchased by BridgeHealth 14 days in advance
  - Mileage at the current IRS allowable rate
- Lodging Expenses
  - Accommodation for one room at mid-market chain hotel
- Food and Other Misc Expenses
  - \$50 Per Day while not Admitted to the Hospital and \$50 per day for the traveling companion

	Surgery Date	Procedure Type	Regionally Adjusted Average	Total Cost	Total Savings
City of North Pole	No Activity in 2019				
	No Activity in 2020				
	No Activity in 2021				
	4/25/2022	Orthopedic	\$83,219.35	\$32,849.30	\$50,370.05
TOTAL SAVINGS TO DATE:					\$50,370.05

\* Costs in Alaska are typically 20% - 30% higher than those in the lower 48.  
 Report through 03/31/22

# 2022 Decision Points

	Meritain Renewal	Impact
4	<b>Updating Medical Coinsurance for Consistency</b> Option A: 80% to 90% (Recommended) Option B: 90% to 80%	Option A: Increase in Spend: 0.86% Option B: Decrease in Spend: 1.39%

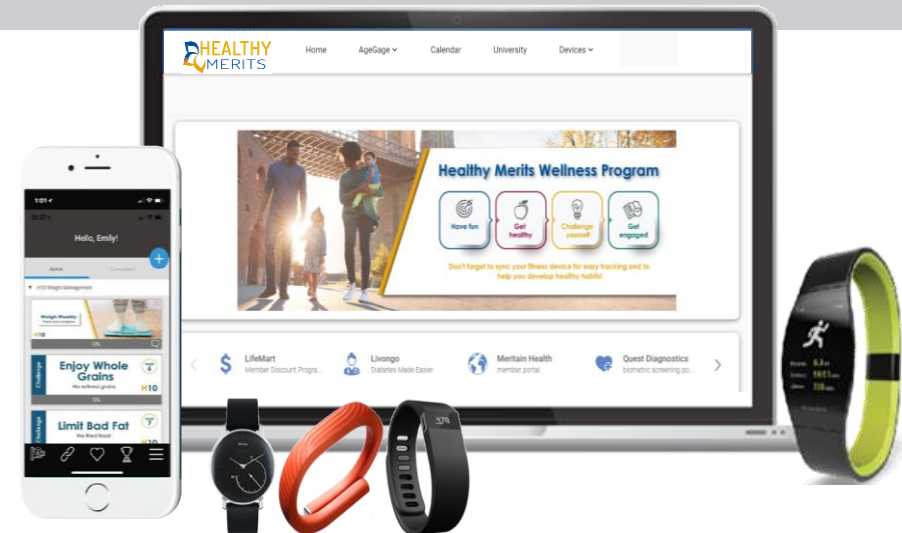
Provision	PPO Employee Responsibility Participating Providers	PPO Employee Responsibility Non-Participating Providers
Individual Deductible	\$375	
Family Deductible	\$1,125	
Coinsurance	10% - 20%	
Office Visits (Limits vary by service)	10% - 20%	
Individual Out-of-Pocket Max	\$4,500	
Family Out-of-Pocket Max	\$13,500	



# 2022 Decision Points

	Meritain Renewal	Impact
5	<b>Healthy Merits / Biometrics Screening</b> Option A: Add Biometric Screenings (Includes Inbound coaching only)  Option B: Add Biometric Screenings + Outbound Coaching  Option C: Add Healthy Merits Wellness Program  Able to coordinate onsite biometric screening with flu shots this fall for an employee (and spouse) preventative wellness clinic	Option A: Venipuncture Panel \$220 Per Participant (Biometric screening only) \$190 Per Participant (Health Merits client) Option B: Option A + Outbound Coaching Employee: \$2.50; Employee + Dependent \$3.80 Option C: Implementation Fee (\$500) + \$4.50 PEPM

- Points-based achievements, may be outcomes-based, easy rewards
- Flexible administration—mass-email registered participants, load announcements, manage eligibility quickly
- Online Web Portal , Mobile App, Wearable devices, text capabilities—multiple ways to participate
- Customer Service Team
- Setup and launch in 30 days
- Spouses on the health plan included for Free
- Uninsured Employees can also participate at the same PEPM rate



# 2022 Decision Points

	Meritain Renewal	Impact
6	<b>Adult Vision Benefit – Recommend to accept all, though able to select components (all, some, or none)</b> Option A: Remove VSP discount, make defined benefit Option B: Exams update from \$60 max to covered in full Option C: Exams update from every 24 months to every 12 months Option D: Hardware increase from \$120 to \$300 Option E: Allow lenses every 12 months, maintain frames every 24 months	With low to minimal current usage, unable to accurately estimate liability/exposure.  <i>#1 Employee Feedback / Requested Item to Improve</i>
7	<b>Adult Dental Benefit</b> Option A: Remove preventive services from annual max (\$1,000) currently Option B: Remove preventive services + Increase annual max to \$1,500	Option A: Increase spend \$4,531 annually Option B: Increase spend \$6,801 annually
	Stop Loss Renewal	Impact
8	<b>Renew with American National (IOARe)</b> <b>Laser decreased to \$90,000 (Currently \$100,000)</b>	0.15% increase - Flat Renewal

# 2022 Decision Points

	Mutual of Omaha	Impact
9	Maintain STD, LTD, Group Life & AD&D, Voluntary Life & AD&D	Rate Guarantee through 7/1/2023
	Colonial Life Supplemental Benefits	Impact
10	Maintain	No rate change – employee paid
	Other Items	Impact
11	<b>Payroll Deduction</b> Option A: City to absorb increase; maintain employee deductions  Option B: Increase to deductions of \$5 (Employee) / \$10 (Dependents) per pay period  Option C: Increase to deductions of \$20 (Employee) / \$30 (Dependents) per pay period	Based on budgetary Constraints/Recommendations Option A: Approximate \$500/employee/year increase (\$19,000 annual cost) to City Option B: Estimated increase of \$8,840 in annual employee deductions to share cost with City Option C: Estimated increase of \$27,560 in annual employee deductions to share cost with City
12	<b>Zywave Learning Management System</b>	\$1,000 per year cost. No limit to users

# Additional Items

- Employee Survey: No associated cost. Recommend a follow-up 3-month post renewal for year over year comparison. Allow time to analyze and implement with next/future renewals
- Employee Education:
- On-Going Employee Communication: Developing monthly calendar with benefit highlights to inform employees year-round of available benefits and services
- Benefits Committee: Include employee department members (chair) in regular meetings to provide feedback, bring concerns, and impact change for benefits development

# Next Steps

# Next Steps: Renewal Timeline

- May
  - Present to Council- *May 2<sup>nd</sup> @5:30pm*
  - Council Approval
  - Ease Set-Up/Update
  - Lock-In Stop Loss Renewal Rates
- June
  - 2022 Open Enrollment Dates
    - June 1 – June 17 (proposed)
  - 2022 Employee Education
    - June 1 (Proposed – pending department confirmation)
- July 1<sup>st</sup>
  - Benefits Effective

# Appendix

# YTD Claim Highlights



# Aggregate Analysis Report - 6/1/2021-3/31/2022

Carrier: Ioa Re, Inc

Aggregate Contract Basis: 24/12

Coverages Under Aggregate: Medical, Rx

Monthly Aggregate Factors:

Per Employee: \$484.65

Aggregate Accommodation: No

Aggregate Loss Limit Per Person: \$40,000

Estimated Minimum Attachment Point: \$600,903

Specific Limit: \$40,000 per Individual

Specific Contract Basis: 24/12

Per Dependent Unit: \$989.33

Aggregating Specific Amount: \$15,000

Month	# Emp	# Sp	# Ch	# Fam	Monthly Total Claims	Monthly Out of Aggregate Claims	Monthly SPEC Claims	Monthly Adjustments	Monthly AGG Claims (#1)	Monthly ATT Point (#2)	Monthly ATT PT DIFF (#2-#1)	AGG Loss Ratio (#1/#2)
Jul	35	25	55	20	\$22,596	\$4,827	-	\$20	\$17,748	\$45,653	\$27,905	39%
Aug	35	24	53	19	\$42,471	\$4,265	-	\$0	\$38,205	\$44,664	\$6,459	86%
Sep	36	24	53	19	\$30,130	\$1,941	-	\$0	\$28,189	\$45,149	\$16,960	62%
Oct	36	24	53	19	\$46,248	\$4,475	-	\$45	\$41,728	\$45,149	\$3,421	92%
Nov	37	25	57	20	\$48,954	\$8,757	-	\$232	\$39,965	\$46,623	\$6,658	86%
Dec	38	26	61	21	\$35,823	\$5,598	-	\$0	\$30,226	\$48,097	\$17,871	63%
Jan	38	26	61	21	\$51,675	\$11,498	-	\$328	\$39,848	\$48,097	\$8,248	83%
Feb	38	26	61	21	\$33,663	\$10,384	-	\$0	\$23,280	\$48,097	\$24,817	48%
Mar	37	25	59	20	\$29,530	-\$8,393	-	\$0	\$37,923	\$47,107	\$9,184	81%
TOTAL	330	225	513	180	\$341,089	\$55,410	\$0	\$591	\$285,088	\$450,677	\$165,589	63%

# Aggregate Analysis of Costs - 6/1/2021-3/31/2022

Month	# Emp	# Sp	# Ch	# Fam	Fixed Costs		Medical Claims	Rx Claims	Monthly Medical/Rx Total Claims	Dental Claims	Vision Claims	Total Costs
Jul	35	25	55	20	\$24,010		\$20,244	\$63	\$20,307	\$2,289	\$0	\$22,596
Aug	35	24	53	19	\$22,258		\$32,477	\$7,191	\$39,668	\$2,803	\$0	\$42,471
Sep	36	24	53	19	\$22,941		\$25,746	\$2,931	\$28,677	\$1,452	\$0	\$30,130
Oct	36	24	53	19	\$23,502		\$39,375	\$2,929	\$42,304	\$3,944	\$0	\$46,248
Nov	37	25	57	20	\$23,222		\$38,886	\$3,152	\$42,038	\$6,916	\$0	\$48,954
Dec	38	26	61	21	\$24,588		\$24,747	\$5,582	\$30,329	\$5,357	\$138	\$35,823
Jan	38	26	61	21	\$23,479		\$42,155	\$3,479	\$45,634	\$5,566	\$475	\$51,675
Feb	38	26	61	21	\$26,380		\$28,778	\$1,672	\$30,450	\$3,214	\$0	\$33,663
Mar	37	25	59	20	\$24,588		\$19,814	\$7,157	\$26,971	\$1,999	\$559	\$29,530
TOTAL	293	200	454	160	\$190,380		\$272,221	\$34,157	\$306,378	\$33,539	\$1,172	\$341,089

# Top Claimants - 6/1/2021-3/31/2022

Claimants above 25% of Specific Stop Loss

Claimant	Term Date	Monthly Paid	YTD Paid Medical	YTD Paid Rx	YTD Paid Total	Over Specific	% of Specific
Employee	-	\$3,212	\$22,572	\$1,706	\$24,278	-	61%
*Employee	-	\$775	\$52,057	\$0	\$52,057	-	52%
Child	-	\$292	\$12,992	\$158	\$13,151	-	33%
Spouse	3/1/2022	\$2,198	\$5,106	\$8,032	\$13,138	-	33%
Employee	-	\$324	\$10,358	\$2,181	\$12,538	-	31%
<b>**Child</b>	-	<b>\$4,002</b>	<b>\$11,412</b>	<b>\$3</b>	<b>\$11,415</b>	-	<b>29%</b>
Spouse	-	\$1,176	\$11,082	\$449	\$11,531	-	29%
Child	-	\$934	\$10,996	\$315	\$11,311	-	28%
Child	-	\$0	\$11,288	\$27	\$11,315	-	28%

*\*Employee has \$100,000 Laser*

*\*\*New Large Claimant as of 3/2022*

*See separate report for de-identified claim details.*

# Legislative Updates

- No Surprises Act – 1/1/22
- ACA Reporting – *Managed through Employer Services via Benefits Administration*
- PCORI Fee (through 2029 Plan Years)
  - *See previous Meritain communication; RISQ Employer Services assists with process*
- OTC COVID-19 Tests (*see previous Meritain communication*)

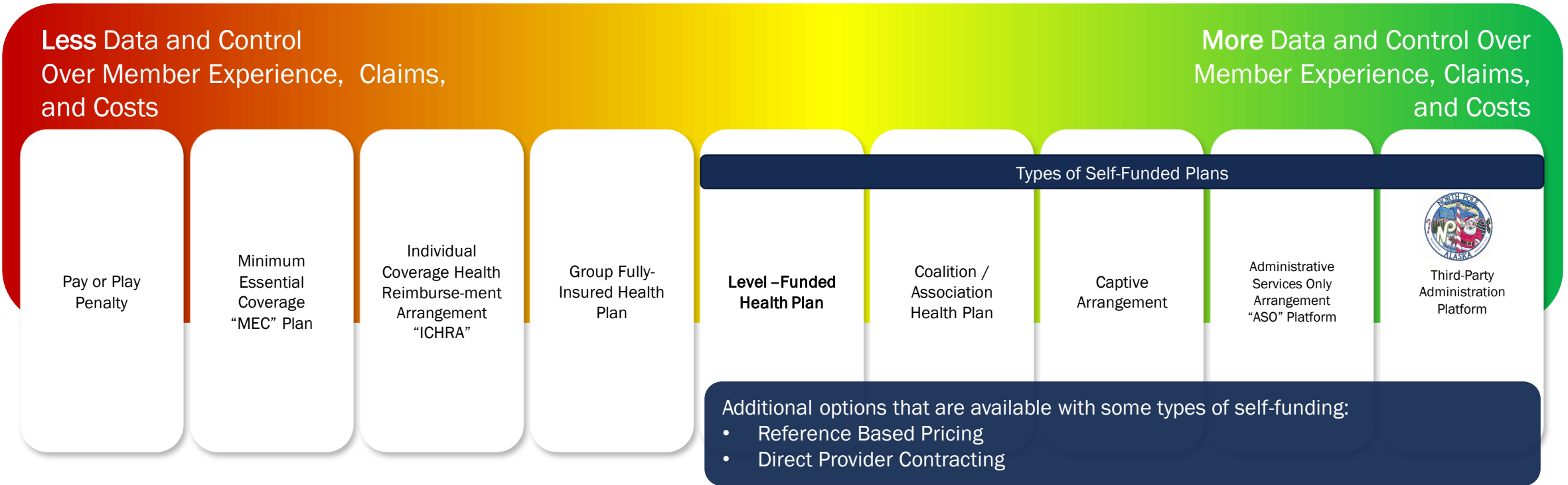
# No Surprises Act

- Passed as part of the Consolidated Appropriations Act, 2021 - signed into law 12/27/2020
- Attempts to resolve the issue of “balance billing” or surprise medical bills
- Protections begin for plan years on or after January 1, 2022:
  - Emergency services
  - Non-emergency services delivered by OON providers at in-network (“INN”) facilities
  - OON air ambulance services
- Patient Perspective
  - Changes to ID cards
  - Many delays due to regulations

# No Surprises Act

- ACA required plans to reimburse emergency services at a rate at least as much as INN, regardless of network, but does not stop the OON ER from balance billing
- Member has limited control over selection of forum in emergency scenario
- With non-emergency services, INN facilities frequently use non- negotiated third parties to provide certain services to patients
- Health Insurers and Group Health Plans must provide a notice to individuals about their rights under the No Surprises Act
- Model Notice is available
- Model Notice is available and must be posted on the plan's website and be included on each explanation of benefits for an item or service covered by the NSA
- The plan sponsor has the ultimate responsibility for compliance

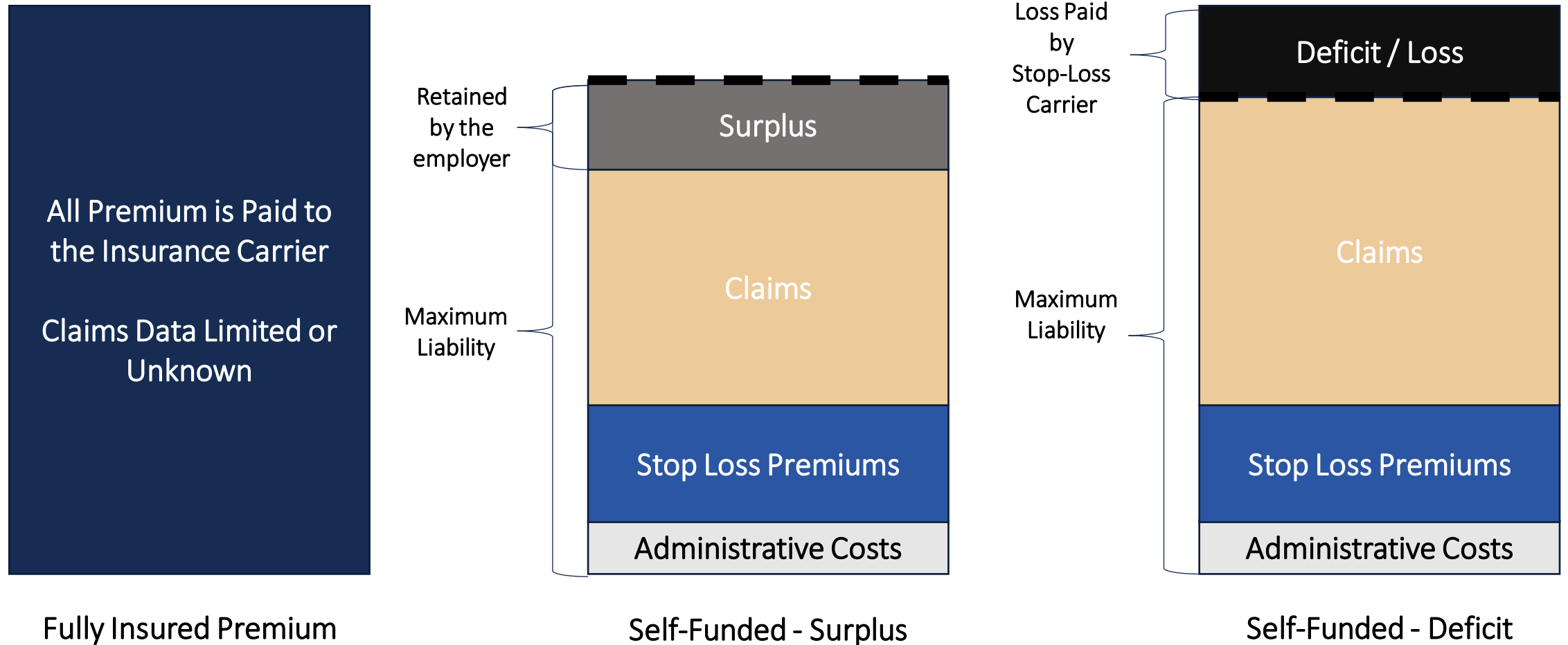
# Ways to Solve the Challenge of Providing Health Insurance to Employees:



NOTE: The following benefits don't "solve" the group health plan, but can be a part of the solution, and therefore not included in the above:

- Executive Compensation
- Worksite benefits
- Retiree Coverage
- HSA/FSA/HRA

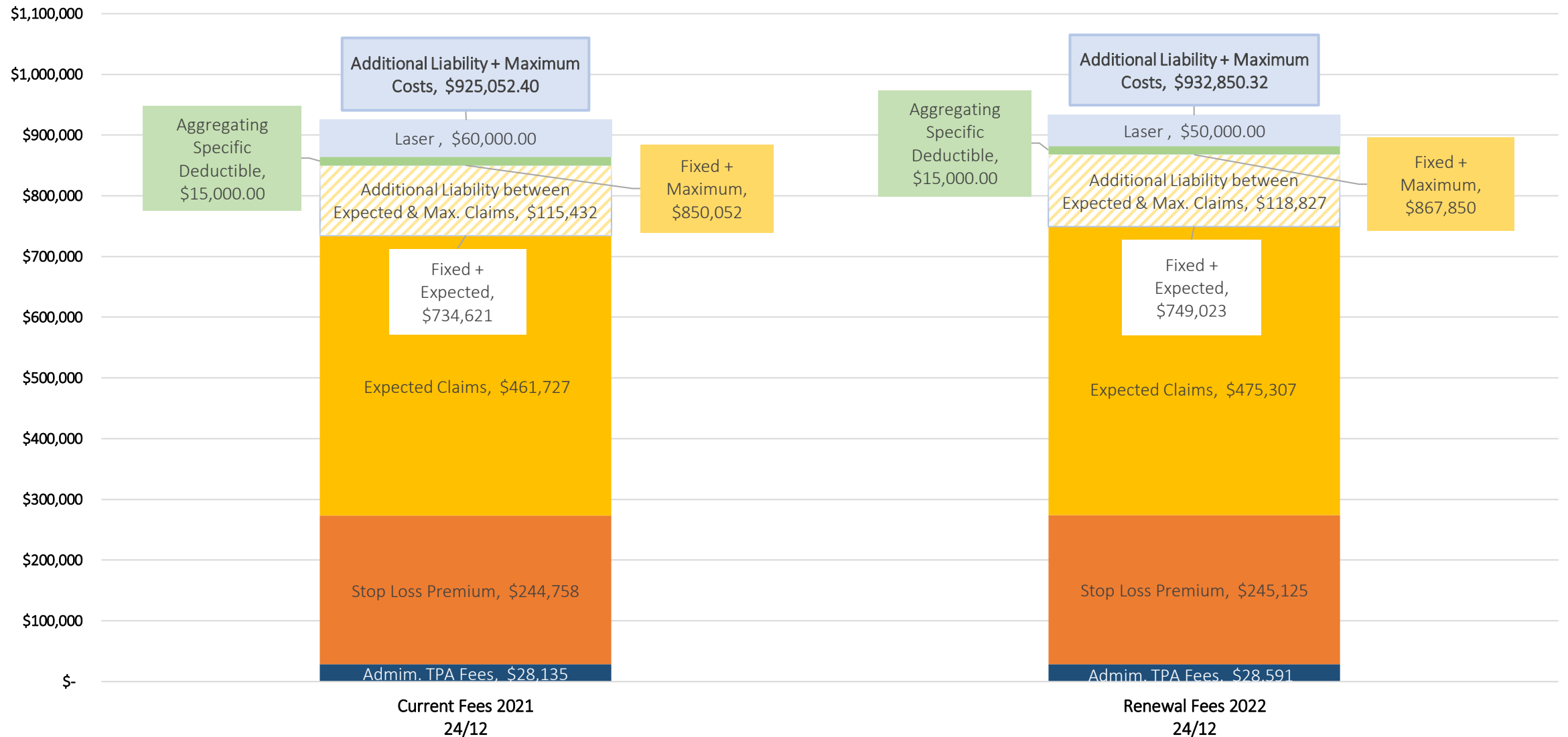
# Funding Mechanism for Medical/Rx



■ ■ Maximum Liability

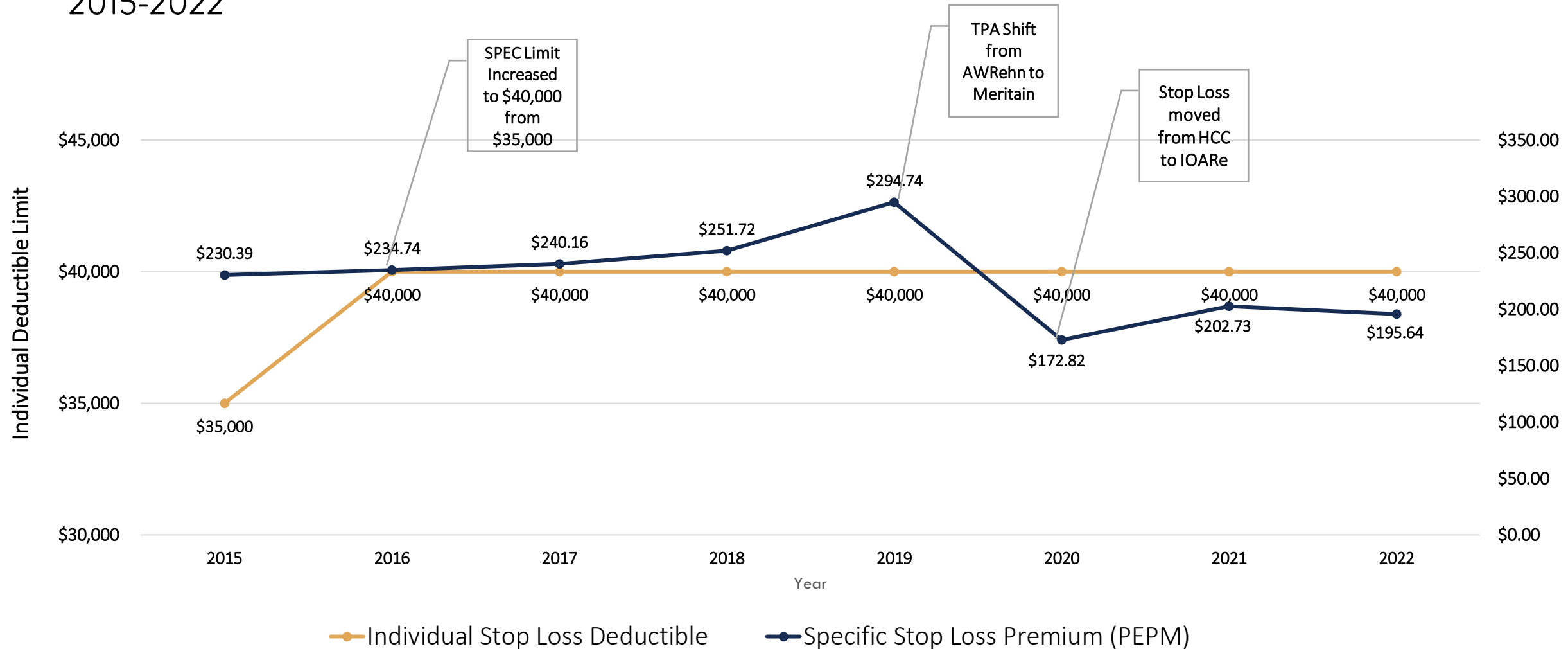


# Current & Renewal Fee Summary



# Individual Stop Loss Deductible & Premium Trend

2015-2022



# Cost Containment Measures & Services

CURRENTLY ACTIVE - DETAILS

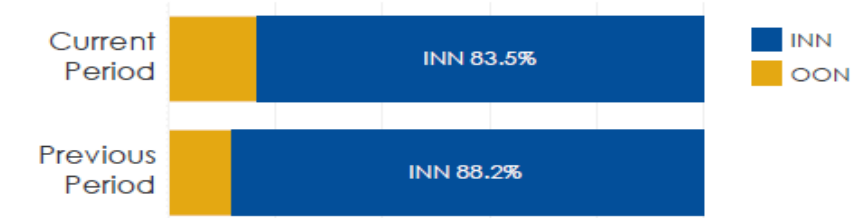
# Meritain Renewal: Cost Containment Measures in Place – Discount Evaluation

Current Period: February 2021 – January 2022 / Prior Period: February 2020 – January 2021

		February 2021 - January 2022					February 2020 - January 2021				
		# of claims	Covered	Discounts	Plan Paid	% discount	# of claims	Covered	Discounts	Plan Paid	% discount
INN	Aetna	782	\$660,488	\$218,750	\$366,834	33.1%	728	\$664,816	\$147,566	\$445,485	22.2%
	Total	782	\$660,488	\$218,750	\$366,834	33.1%	728	\$664,816	\$147,566	\$445,485	22.2%
OON	OON Savings Networks/ Negotiations	56	\$40,296	\$4,396	\$27,629	10.9%	29	\$25,256	\$4,817	\$16,759	19.1%
	Other Savings	7	\$1,858	\$1,427	\$253	76.8%	4	\$426	\$378	\$48	88.7%
	No Discount	161	\$55,919	\$0	\$44,757	0.0%	142	\$54,086	\$0	\$42,554	0.0%
	Total	224	\$98,073	\$5,823	\$72,639	5.9%	175	\$79,768	\$5,195	\$59,362	6.5%
Grand Total		1,006	\$758,561	\$224,573	\$439,472	29.6%	903	\$744,584	\$152,761	\$504,846	20.5%

\*excludes Mgt Services

## Plan Spend by In vs. Out of Network



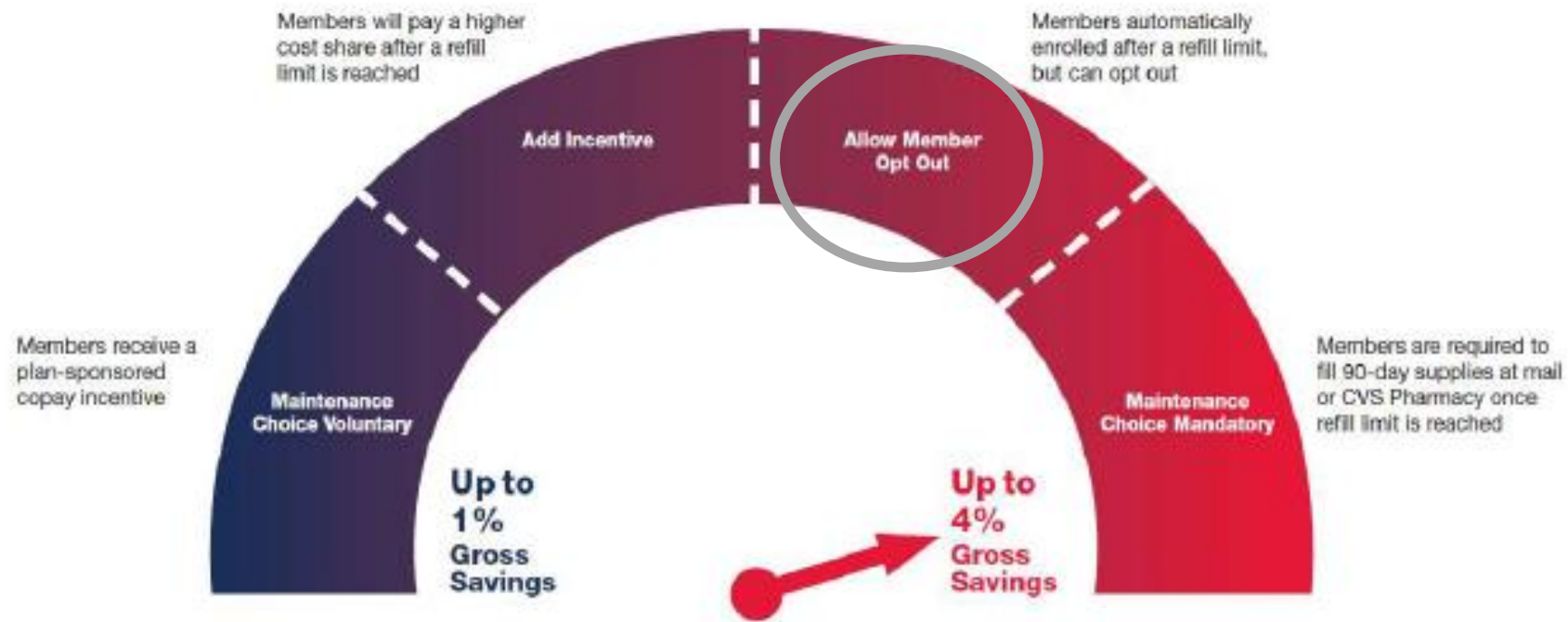
## Key Findings

In-Network Discounts improved by 11% over previous period.

\$4,396 was saved by utilizing Out of Network Savings Programs.

# Cost Containment Measures in Place

## Maintenance Choice – Allow for Opt-Out



# Cost Containment Measures in Place

## CVS Caremark True Accumulation Program

- Ensures accuracy of all drug costs applied to a member's deductible and OOPM
  - *Example – A member's benefit design requires a \$100 specialty copay. The member applies a manufacturer copay card, reducing the copay by \$95. The member pays the amount required after the card was applied, which is \$5. The only amount counted towards the member's accumulator is the true OOP cost of \$5 that the member paid.*
    - *In many cases, manufacturer copay card programs can reduce the cost of a specialty copay to \$0.*

# Cost Containment Programs in Place – Livongo – Diabetes Management

0 Enrolled  
1 Eligible  
5 Needed for  
Reporting

Who is Eligible?	Enrollment Options	Supported Conditions	Included Devices & Services
Employees, Spouses, & Dependents 13+ on the health plan diagnosed with Diabetes	<ul style="list-style-type: none"><li>Targeted outreach from Claims identification</li><li>Self-enrollment</li></ul>	<ul style="list-style-type: none"><li>Type 1 Diabetes</li><li>Type 2 Diabetes</li></ul>	<ul style="list-style-type: none"><li>Glucometer</li><li>Unlimited Testing Strips</li><li>Unlimited Lancets</li><li>Livongo App</li><li>24/7 coaching support</li></ul>

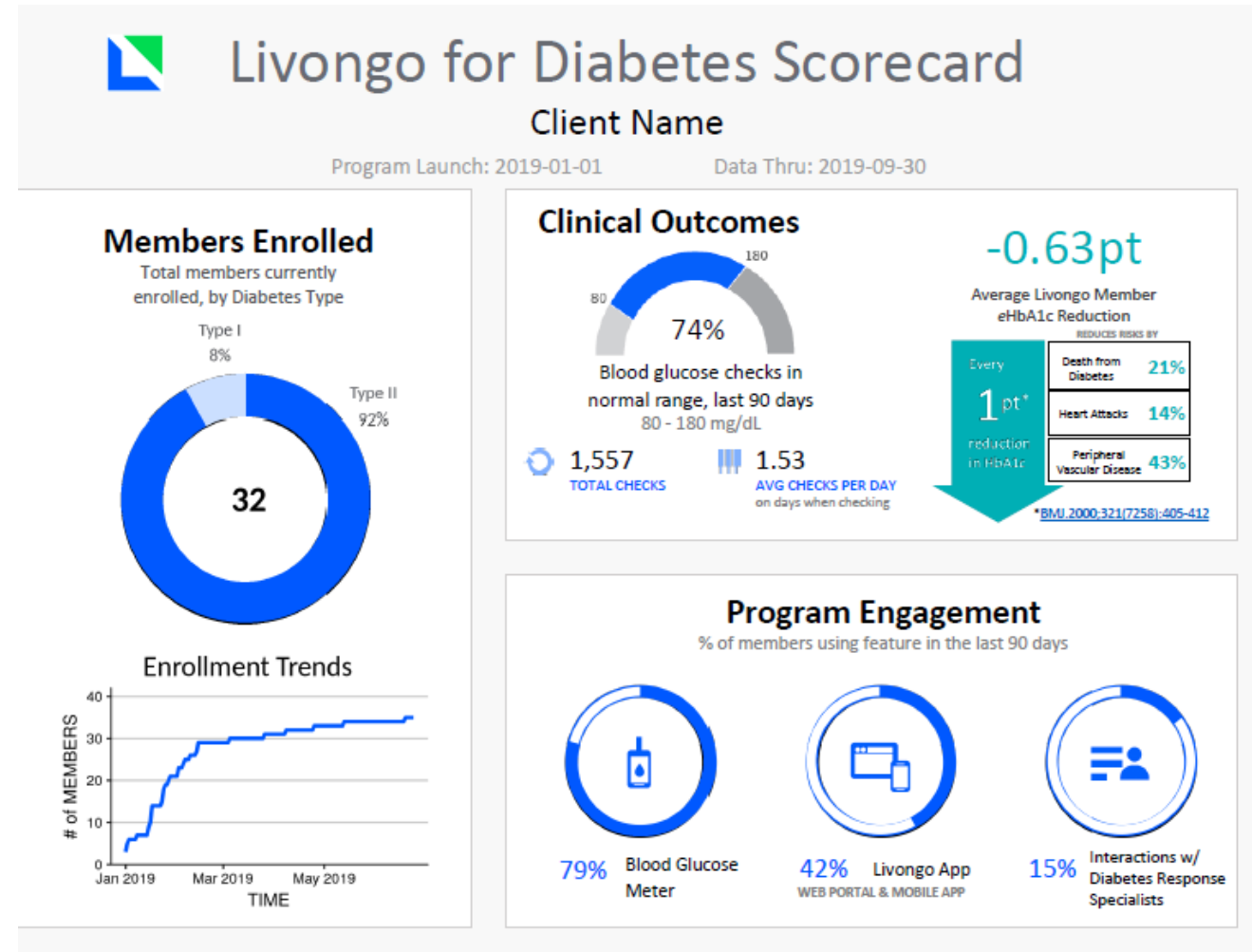
## How is this different than Whole Person?

- Members cannot enroll in programming for other chronic conditions (hypertension, hyperlipidemia, weight management, or mental health)
- Lower PPM fee



# Cost Containment Programs for Consideration – Livongo – Reporting

- Monthly Scorecards are available when there are 5 or more enrolled members
- Scorecards include:
- Total members enrolled (broken down by type of diabetes)
- Total amount of glucose checks, including those in the normal range (80-180mg/dL)
- Engagement levels related to glucometer, Livongo App, and health coaching
- Member names and enrollment details can be requested as needed





# Cost Containment Programs for Consideration – Livongo – Enrollment & Engagement

Subject: Coming Soon: New Diabetes Health Benefit from Livongo

Team,

Soon, we'll be rolling out a new diabetes health benefit from Livongo. It's called the Livongo for Diabetes program, and it makes living with diabetes easier by providing members with a connected meter, unlimited strips, and coaching.

**Who can join:** Employees and their family members living with type 1 or type 2 diabetes who have medical coverage under the company plan will be able to join at no cost to them.



Here's a sneak peek at what the program has to offer:

- **More Than a Standard Meter:** The Livongo meter is connected and provides real-time tips and automatically uploads your blood glucose readings, making log books a thing of the past.
- **Unlimited Strips at No Cost to You:** Get as many strips and lancets as you need with no hidden costs. When you are about to run out, Livongo ships more supplies, right to your door.
- **Coaching Anytime and Anywhere:** The Livongo coaches are Certified Diabetes Educators who are available anytime via phone, text, and our mobile app to give you guidance on your nutrition and lifestyle questions.

More details and how to register coming soon.

Thanks,  
-HR NAME

- After analyzing claims, Livongo will perform targeted outreach to qualifying members
- Members will receive an invitation email or mailer 2-4 weeks after being identified for the program
- Members can self enroll at any time via phone, text, or registering online
- HR marketing resources will be provided prior to program launch
- Customer support is available 24/7

# Cost Containment Measures in Place – PrudentRx – Copay Optimization Program for Specialty Rx

- Designed to manage Specialty spend and reduce members out of pocket costs
- Up to 25% savings on Specialty drug costs
- No cost to client, 25% shared savings fee
- Members receive Rx at \$0 cost

# Cost Containment Measures & Services

AVAILABLE - DETAILS

# Cost Containment Measures: Programs for Consideration -

- Generic Step Therapy
- BridgeHealth Recovery Benefit
- Spousal Carve-Out / Surcharge

# Cost Containment Measures: Programs for Consideration - Healthcare BlueBook™

TYPE	PROCEDURE NAME	CASH AWARD
Diagnostic	Colonoscopy (with and without biopsy)	\$200
Diagnostic	Endoscopy – Upper GI (with and without biopsy)	\$200
Diagnostic	Sleep Study (only if eligible benefit under the Plan)	\$100
Imaging	All CTs	\$50
Imaging	All MRIs	\$50
Cardiac	Doppler Exam of the Heart	\$50
Cardiac	Heart Echo Imaging	\$50
Cardiac	Heart Perfusion Imaging	\$100

TYPE	PROCEDURE NAME	CASH AWARD
Outpatient	Remove Tonsils & Adenoids	\$100
Outpatient	Ear Tubes	\$100
Outpatient	Cataract Surgery	\$100
Outpatient	Laparoscopic Cholecystectomy	\$100
Outpatient	Lithotripsy	\$100
Outpatient	Knee Arthroscopy	\$200
Outpatient	Shoulder Arthroscopy	\$200
Outpatient	Rotator Cuff Repair	\$200
Outpatient	Carpel Tunnel Surgery	\$100
Women's Health	Breast Biopsy (with Device)	\$100
Women's Health	Hysteroscopy with Biopsy	\$100

# Cost Containment Measures: Programs for Consideration – Livongo: Whole Person

Qualifying Condition:	Diabetes Solution	Pre-Diabetes Solution	Cardiovascular Solution
Who is Eligible?	Employees, Spouses and Dependent Children 13+ on the health plan diagnosed with Type 1 or Type 2 Diabetes	Employees & Spouses on the health plan with pre-diabetes	Employees & Spouses on the health plan diagnosed with hypertension
Additional Areas of Support:	<ul style="list-style-type: none"> <li>Hypertension</li> <li>Dyslipidemia (high cholesterol)</li> <li>Weight Management</li> <li>Behavioral Health*</li> </ul>	<ul style="list-style-type: none"> <li>Hypertension</li> <li>Dyslipidemia (high cholesterol)</li> <li>Weight Management</li> <li>Behavioral Health*</li> </ul>	<ul style="list-style-type: none"> <li>Dyslipidemia (high cholesterol)</li> <li>Weight Management</li> <li>Behavioral Health*</li> </ul>
Included Devices:	<ul style="list-style-type: none"> <li>Glucometer</li> <li>Scale (optional)</li> <li>Blood Pressure Cuff (optional)</li> </ul>	<ul style="list-style-type: none"> <li>Scale</li> <li>Blood Pressure Cuff (optional)</li> </ul>	<ul style="list-style-type: none"> <li>Blood Pressure Cuff</li> <li>Scale (optional)</li> </ul>
	<ul style="list-style-type: none"> <li>Unlimited test strips, lancets</li> <li>24/7 health coaching</li> <li>Emergency outreach</li> <li>Educational health nudges</li> <li>Personal Challenges</li> </ul>	<ul style="list-style-type: none"> <li>24/7 health coaching</li> <li>Emergency outreach</li> <li>Educational health nudges</li> <li>Personal Challenges</li> </ul>	<ul style="list-style-type: none"> <li>24/7 health coaching</li> <li>Emergency outreach</li> <li>Educational health nudges</li> <li>Personal Challenges</li> </ul>

# Client Profile

COMPANY & COMPLIANCE INFORMATION

# Company Information

Company Information		Status:	Notes:
Legal Name	City of North Pole		
Main Location Physical Address	125 Snowman Ln, North Pole, Ak 99705		
Main Location Mailing Address	125 Snowman Ln, North Pole, Ak 99705		
Other Locations	None		
Phone / Fax:	(907) 488-2281 / (907) 488-8594		
NAICS Code / SIC Code	921190 / 9199		
Owners	Municipality		
Related Subgroups / Related Entities	None		
Payroll Frequency	Biweekly		
Tax Filing Status (Corporation Type)	Municipality		
Tax ID	92-6001585		
Company Contacts	Primary Contact: Tricia Fogarty Other Contacts: Melissa Dionne, Michael Welch, Michelle Peede		<i>*Melissa has not been added as a carrier contact</i>
Zywave User(s)	Melissa Dionne, Tricia Fogarty, Michelle Peede		
Nature of Business	Public Corporation		
Date Business Started	1/15/1953		
P&C Broker	Verify		



# Compliance Information

Compliance Information	Status:	Notes:
Total Number of Employees	Total #: 43 Full-Time #: 43 Part-Time #: 0	Ben Admin confirmed 03/02/2022
Medicare Secondary or Primary	Medicare Pays Secondary	
COBRA Status	COBRA Eligible	COBRA Administration by Meritain Health
Applicable Large Employer (ALE)	Not ALE	
PCORI	Subject to PCORI fee	Stands for, "Patient-Centered Outcomes Research Institute"
Family and Medical Leave Act (FMLA) Status	Not Subject to the FMLA	Employers with 50 or more employees in at least 20 weeks of the current or proceeding calendar year within a 75 mile radius are subject to FMLA.
Health & Welfare 5500 Filing Status	No 5500 Required	5500 Filing would be required if any policies have 100+ participants enrolled.
Eligible Dependents	Spouse: Yes Domestic Partner: No Child(ren): Yes	
Enrollment Options	Bundled	Medical/Rx, Vision and Dental
Incentives	Opt-Out: No Wellness Program: No	
Premium Only Plan	Yes	POP vendor is Peak One Administration eff. 01/01/21

# RISQ Consulting Provided Services

Product/Service	Description
*Health Advocacy	Health Advocacy services are available to employees who are enrolled in your health benefits. RISQ Consulting provides in house assistance in writing appeals, coordinating care, resolving billing/claim questions and much more.
*Zywave Client Portal	Zywave Client Portal is an online resource library where you can access informative articles, templates for HR, risk management, and workplace needs, HR and compliance tools, educational videos, and more.
Employer Services	Benefits & Onboarding Administration, using Ease
RISQ Rewards Savings Marketplace	<p>RISQ Rewards is a network of travel, wellness, excursion, and shopping discounts available to all employees at no cost. It supports personal and financial well-being by helping employees maintain a healthy work-life balance.</p> <p>RISQ LINK: <a href="https://risqconsulting.savings.workingadvantage.com">risqconsulting.savings.workingadvantage.com</a></p>

\*Complimentary Service

# RISQ Consulting

WHAT WE DO

# Local Presence with a National Reach

## ACRISURE'S FOOTPRINT

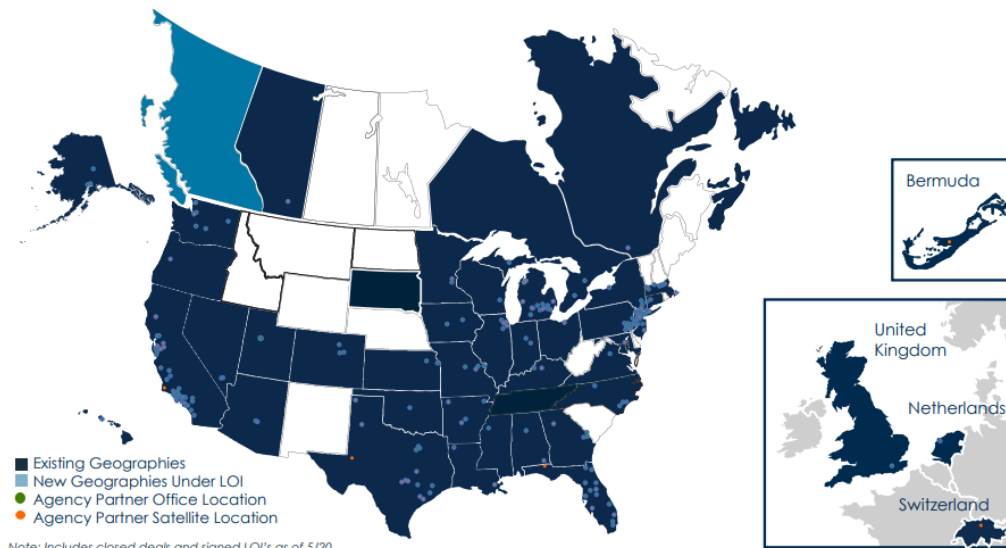


**270**  
Agency Partners

**6**  
Countries

**38**  
States

**\$2B**  
Pro Forma Revenue









Note: Includes closed deals and signed LOI's as of 5/20






- 2 offices in Alaska
- 60 employees
- 15 employees dedicated to employee benefits
- Acrisure Agency Partner

# What We Do









## Employee Benefits

-  Employee Benefits Strategy
-  Enrollment Communication
-  Wellness Plans
-  Legislative Compliance
-  Ongoing Service With the Carrier
-  Plan Benchmarking

## Employer Services

-  Benefits Administration
-  Technology Services
-  Resources
-  Compliance
-  On & Off Boarding

## Individual & Family

-  Medical Insurance
-  Dental & Vision Insurance
-  Supplemental Insurance
-  Medicare Supplemental Insurance
-  Short-Term Insurance
-  Life Insurance
-  Travel Medical Insurance
-  Long-Term Care Insurance

# What We Do

## *Property & Casualty*



Workers' Compensation



General Liability



Claims Management



Risk Management



Cyber & Technology Solutions



Management Liability

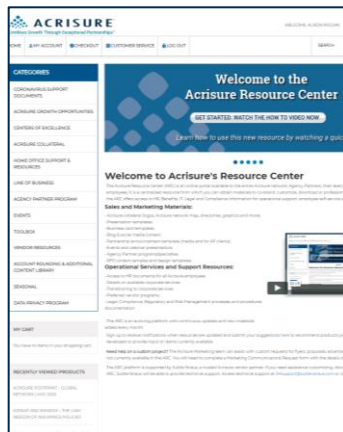


Surety & Bonding



Crisis Management

# Resources and Communication



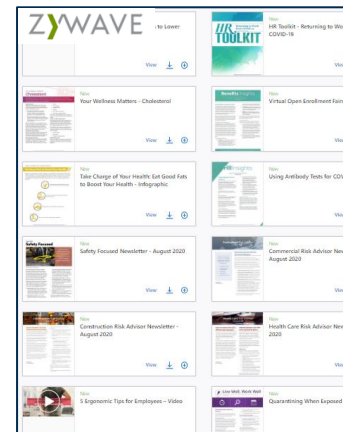
Acrisure

As an Acrisure Agency Partner,  
we have access to an  
international resource center to  
find the best solutions for your  
unique business



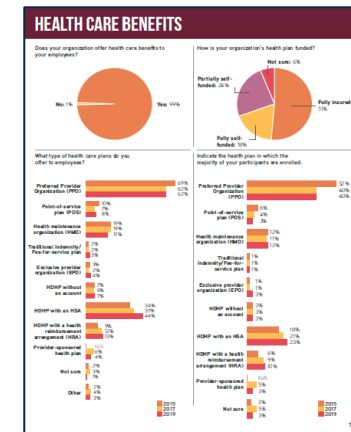
## RISQ Review

The RISQ Review contains a summary of HR, Employee Benefits, and Property & Casualty news as well as reminders of upcoming webinars and events



## Employer Portal

This is a client portal that provides you with access to valuable HR, Employee Benefits, and Property & Casualty resources



## Benchmarking

This benchmark survey demonstrates how employers are responding to rising healthcare costs

INSERT Learning Management  
System Flyer & Course List Once  
PDF'd





## North Pole Police Department



# MEMORANDUM

May 04, 2022

**To:** Chief Steve Dutra  
**CC:** North Pole City Council  
**From:** Alison Trubacz  
**Re:** Spring 2022 Tuition Reimbursement

Chief Dutra,

This Memo is regarding tuition reimbursement for classes that I took during the Spring 2022 semester at The University of Alaska Fairbanks. My grades for my classes can be seen below, as well as on the attached transcript from UAF.

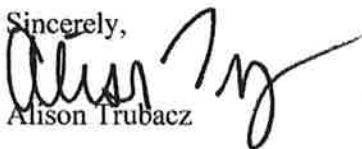
Financial Management (BA F325)– **A-**  
Operations Management (BA F360) - **A**  
Huntology – The Science, Business, Philosophy of Hunting (BA F394) - **B**  
Corporate Strategy (BA F462) – **B+**  
Stats for Business (ECON F227) – **B-**

All these courses were required for my degree in Business Administration. I also believe I learned some valuable things in each class that will help me in my current position.

In financial management, I learned about how to handle a budget for a business, this will be beneficial to me as I often work with you on the city budget. Operations management taught me the overall flow of how a business should be managed. In corporate strategy, I learned how a business should be ran and operated overall, and stats taught me how to work with statistics of all sizes. This class will be particularly beneficial to me as I work with statistics quite often in my position. In business of hunting, I learned things such as how to create a business plan and budget presentation, how to conduct an analysis of a companies strengths and weaknesses and many other business aspects that will help me in my current position at NPPD.

This will be my last tuition reimbursement request as I have now graduated college. I want to thank you as well as the City Council Members. Without the money received from the city's tuition reimbursement program that allowed me to pay for a lot of the tuition the last year and a half, I am not sure I would've continued on and finished my degree, so thank you!

Sincerely,

  
Alison Trubacz

Alison C. Trubacz  
Spring Semester 2022  
May 04, 2022 11:23 am

# Final Grades

## Student Information

**Current Program**

Bachelor of Business Admin.

<b>Level:</b>	Undergraduate - UAF
<b>Program:</b>	UAF Coll of Bus & Sec Mgt BBA
<b>Admlt Term:</b>	Summer Semester 2015
<b>Admlt Type:</b>	Continuing Enrollment
<b>Catalog Term:</b>	Fall Semester 2020
<b>College:</b>	UAF Coll of Bus & Security Mgt
<b>Campus:</b>	UAF - Fairbanks Campus
<b>Major and Department:</b>	Business Administration, Business Administration
<b>Major Concentration:</b>	General Business
<b>Academic Standing:</b>	

Undergraduate - UAF Course work

CRN	Subject	Course	Section	Course Title	Campus	Final Grade	Attempted	Earned	GPA Hours	Quality Points
35206	BA	F325	002	Financial Management	UAF - eCampus	A-	3.000	3.000	3.000	11.10
35211	BA	F360	002	Operations Management	UAF - eCampus	A	3.000	3.000	3.000	12.00
38336	BA	F394	001	Huntology: The Science, Business, and Philosophy of Hunting	UAF - eCampus	B	3.000	3.000	3.000	9.00
35221	BA	F462	002	Corporate Strategy	UAF - eCampus	B+	3.000	3.000	3.000	9.90
37835	ECON	F227	002	Introductory Statistics for Economics and Business	UAF - eCampus	B-	3.000	3.000	3.000	8.10

Undergraduate - UAF Summary

	Attempted	Earned	GPA Hours	Quality Points
Current Term:	15.000	15.000	15.000	50.10
Cumulative:	156.000	115.000	118.000	376.70
Transfer:	0.000	3.000	0.000	0.00
Overall:	156.000	118.000	118.000	376.70

Select Another Term



## North Pole Police Department



# MEMORANDUM

January 3, 2022

**To:** Chief Steve Dutra

**From:** Alison Trubacz

**Re:** Spring 2022 Tuition Reimbursement

The purpose of this memorandum is to officially request tuition reimbursement from the City of North Pole for the core coursework required for my Business Administration bachelor's degree offered at the University of Alaska Fairbanks.

I will be taking the following courses:

BA F325 – Financial Management

BA F360 – Operations Management

BA F462 – Corporate Strategy

BA F394 – Science, Business, and Philosophy of Hunting

ECON F227 – Introductory Statistics for Economics and Business

I would like to request reimbursement for the tuition, which is \$4,170.00.

These courses are all required for me to obtain my Business Administration degree through UAF in the Summer of 2022. I truly believe that with every class I have taken throughout my college career, there is something I have been able to apply to my current position as an Executive Assistant. I do not feel that will be any different with the courses I am taking this semester as they are all Business Administration/Statistics courses.

I have attached information regarding the classes I am taking along with the cost. Please let me know if you have any questions.

Sincerely,



Alison Trubacz



# CITY OF NORTH POLE *Alaska*

## City of North Pole Tuition Reimbursement Agreement

### 2.36.231 Tuition reimbursements.

A. An employee who registers for course work to be taken on personal time that is considered to be of benefit to the City may be reimbursed up to one hundred percent of the tuition expense. In order to be considered for reimbursement, the employee must, prior to enrollment, receive department head approval and submit a tuition reimbursement agreement obtained by Human Resources that explains how the course will be of mutual benefit to the City and the employee and that funds are available in the department's budget. Pre-approval by the City Council is required on all tuition reimbursements.

B. Upon completion of the course, the employee shall submit evidence of successful completion and a brief written summary of the outcome of the course to their respective department head who will verify and issue the reimbursement. A copy of the transcript must be attached to the tuition reimbursement request. The employee shall sign an agreement that the tuition will be returned to the City if the employee leaves City employment within twelve months from date of completion of the course. (Ord. 16-07 § 2, 2016; Ord. 02-01 § 2, 2002; Ord. 00-04 § 2, 2000)

Department:

Police

Employee Name:

Alison Trubacz

Date of request:

1/3/2022

Course Work Desired:

BA F325, BA F300, BA F112, LEON F227, BA F394

Education Institution:

University of Alaska Fairbanks

Course Dates:

1/10/2022 - 4/30/2022

Cost of Course work:

\$4,170.00

## Departmental Approval

This course is deemed beneficial to the City of North Pole and the employee and funds are available in the department's budget.

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

1-6-22

## City Council Approval

This agreement was approved by the City Council on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_: (Minutes attached)

City Clerk Attest: \_\_\_\_\_

Seal

The employee agrees that the tuition will be returned to the city if he/she leaves city employment within twelve months from date of completion of the course.

Upon completion of the course, the employee shall furnish evidence of successful completion and a brief written summary of the outcome of the course to their respective department head who will verify and issue the reimbursement. A copy of the transcript must be attached to the Tuition Reimbursement Request.

Employee Signature: \_\_\_\_\_

*Alison T...*

Dept Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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30993863 Alison C. Trubacz

Jan 03, 2022 12:49 pm

# Account Summary by Term



This is your account summary by term. Anticipated third party contract payments, financial aid, and memos are **NOT** included in the summary.

## Summary

**Account Balance:** \$2,379.00

### Spring Semester 2022

Detail Code	Description	Charge	Payment	Balance
6ATL	CBSM/eC Lower Tuition	\$702.00		\$702.00
6ATU	CBSM/eC Upper Tuition	\$3,468.00		\$3,468.00
6CFF	eC Facilities Fee	\$90.00		\$90.00
6NC	eC Ntwrk Chg	\$171.00		\$171.00
6SMU	CBSM/eC Upper Surchg	\$864.00		\$864.00
FFCF	Fairbanks Consolidated Fee	\$795.00		\$795.00
FDSL	Subsidized Loan/Direct Lending		-\$2,721.00	-\$2,721.00
FDUL	Unsubsidized Loan/Direct Lend		-\$990.00	-\$990.00

**Term Charges:** \$6,090.00

**Term Credits and Payments:** -\$3,711.00

**Term Balance:** \$2,379.00

### Fall Semester 2021

Detail Code	Description	Charge	Payment	Balance
6ATL	CBSM/eC Lower Tultion	\$702.00		\$702.00

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30993863 Alison C. Trubacz

Spring Semester 2022

Jan 03, 2022 12:52 pm

### Add/Drop/Withdraw Classes:



**ADD:** Enter in Course Reference Number (CRN) or press Class Search button below.

**DROP/WITHDRAW:** Use pulldown menu in the Change area for each course.

**Press Complete Registration Changes button to save your changes.**

You may use the "Drop-Web" option to remove yourself from a waitlisted course, or you will be automatically removed from the waitlist by the end of the semester with no charge. **DO NOT** use the "Withdrawal - Web" option to attempt removal from the waitlist. This option will add class charges to your account. See the Wait List FAQ for more information.

### Schedule Planner Registration Cart

### Current Schedule

Status	Change?	CRN	Subj	Crs#	Sec	Level	Cred	Grade Mode	Title
Registered - Web on Nov 11, 2021	<div>None</div>	35206	BA	F325	002	Undergraduate - UAF	3.000	Letter Grades with Plus/Minus	Financial Management
Registered - Web on Nov 11, 2021	<div>None</div>	35211	BA	F360	002	Undergraduate - UAF	3.000	Letter Grades with Plus/Minus	Operations Management
Registered - Web on Nov 11, 2021	<div>None</div>	35221	BA	F462	002	Undergraduate - UAF	3.000	Letter Grades with Plus/Minus	Corporate Strategy
Registered - Web on Nov 11, 2021	<div>None</div>	37835	ECON	F227	002	Undergraduate - UAF	3.000	Letter Grades with Plus/Minus	Introductory Statistics for Economics and Business
Registered - Web on Nov 11, 2021	<div>None</div>	38336	BA	F394	001	Undergraduate - UAF	3.000	Letter Grades with Plus/Minus	Huntology: The Science, Business, and Philosophy of Hunting

**Total Credit Hours: 15.000**

**Billing Hours: 15,000**

Minimum Hours: 0.000

Maximum Hours: 18.000

Date: Jan 03, 2022 12:52 pm

## Add Classes Worksheet

## CRNs

### Complete Registration Changes

### Class Search

Reset

## Bookstore Directory

## Get Books

**RELEASE: 8.7.1**